



ICC OFFICER MEETING MINUTES

Wednesday, March 15, 2023

2:30 PM PST

Remotely Via Zoom

Facilitator: Khanh Ngo, 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/83432637353?pwd=cUh4ZlVGSU9LZGZmeXFvQTVQNUF1Zz09>

Meeting ID: 883 3876 5802

Passcode: 753420

One tap mobile:

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Meeting ID: 919 0772 8512

International numbers: <https://fhda-edu.zoom.us/j/83432637353?pwd=cUh4ZlVGSU9LZGZmeXFvQTVQNUF1Zz09>

Call to Order

- ICC Advisor, Maritza Arreola, called the ICC Officer Meeting to order at 2:37pm.

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			
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 (Discussion)

Presenter: Maritza

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

Time: 5 min

- How are you?
- What fictional place would you most likely go to?

2. Chairperson Update (Info)

Presenters: Khanh

Description: This item is to update about the Chairperson position for Spring Quarter.

Time: 5 min

- Khanh Ngo will be stepping down from the ICC Chairperson position starting from 2023 Spring quarter.
- Current ICC Club Affairs, Cedric Buenviaje will be taking on the ICC Chairperson role starting 2023 Spring quarter.

3. Club Room Clean Up (Info)

Presenters: Maritza

Description: This item is to confirm the Club Room cleanup day.

Time: 5 min

- The club room will be available for clean-up starting next week.
- Food will be provided during the clean-up.

4. **Last ICC Rep Meeting Debrief (Info/Discussion/Action)**

Presenters: Maritza

Description: This item is to discuss the club day duration extension.

- Khanh Ngo moved to extend the club day duration vote from only active clubs to all the other clubs including clubs on probation and clubs on trial, Cedric Buenviaje seconds. No objections. The motion was passed by consensus.

5. **ICC Scholarship (Info/Discussion)**

Presenters: Maritza

Description: This item is to discuss the ICC Scholarship:

- How many scholarships do we give out?
- Do we give the scholarship twice to applicants?

Time: 5 min

- The ICC went over the process of reviewing scholarship applications and ways to access the file.
 - The applicants' names are set as anonymous.
 - Applicants that are a part of the ICC are not allowed to review their own application.
 - Applicants that applied for both scholarships will be marked and recorded.
 - A grading rubric is used to rate the quality of the applicant's essay.

6. **Club Meetings (Discussion)**

Presenters: Maritza

Description: This item is to discuss the expectation regarding club's meeting.

- Do we want to start in Spring?
- Do we want to prepare it in Spring, so clubs can start next year?
- Setting clear expectations for clubs.

Time: 15 min

- ICC will be setting up clear expectations for clubs regarding the club meetings at the start of spring quarter.

7. **Quarter Debrief (Discussion)**

Presenters: Everyone

Description: This item is to debrief about ICC works Winter Quarter 2023.

- How was this quarter?
- What could we improve on?
- What are you most excited about in Spring quarter?

Time: 10 min

- The changes that are made during the winter Club Day has made the event much more enjoyable for both the clubs and the students.
- The new updated ICC posters on the glass panel.
- More ICC members.

8. **Future ICC/Collaborating Events (Discussion)**

Presenters: Ruchira and Arshiya

Description: This item is to discuss about future ICC events (ex: Spring Club Day, Destress Week, etc)

- We need a Save a Date
- RSVP form
- Planning

Time: 15 min

- ICC will be collaborating with DASG on the De-stress event and more events are getting planned for next quarter.

Public Comments

- No public comments

Adjournment

- ICC Advisor, Maritza Arreola, adjourned the meeting at 3:41pm.

Announcements

- No final announcements.