

LOS MEDANOS  
COLLEGE

**INTER-CLUB COUNCIL (ICC) MINUTES**

**TIME:** 3:30pm-4:30pm **LOCATION:** Room CC2-213

***Monday, January 29, 2017***

**Chair:** Tammy Smith

**Advisor:** Teresea Archaga

**Minute Taker:** Amata Abatcha

**Present:** AGS, Allies, Debate Society, La Raza Unida, LMCAS, Mustang Ambassador Club, Puente, READ, RN Class of 2018, Rotaract, SACHE, SACNAS, Umoja, Veteran's Club

Item #	Topic	Outcome
1	Call to Order	I. Advisor Archaga called the meeting to order at 3:35pm
2	Approval of Agenda	I. Motion to approve the agenda A. Motioned by: Debate Society B. Seconded by: READ C. Motion approved <b>14-0-0</b>
3	Approval of Minutes	I. Motion to approve the previous minutes A. Motioned by: LMCAS B. Seconded by: SACNAS C. Motion approved <b>14-0-0</b>
4	Public Comment	I. From SACNAS: A. Announced that Black Diamond Mines holds free programs every weekend where people can tour the area and engage in various activities II. From LMCAS:

		<p>A. Announced to the board that the student government, Los Medanos College Associated Students (LMCAS) is still accepting senator applications for anyone interested in getting involved around the campus and community. Deadline is Friday, February 23 by 3:00pm in the Student Life Office. Applicants must collect 50 signatures and meet a few other requirements such as achieving a minimum 2.0 GPA</p> <p>B. Announced upcoming Clubchella event in April which will be a music and arts festival. Requested for the clubs to keep this in mind as they are invited to table and fundraise</p>
5	Club Updates	<p>I. From Veterans:</p> <p>A. Will be hosting a softball tournament on James Donlon Road sometime this semester. Would like to set up 12 teams in order to fundraise for the club and the veterans as well as to provide entertainment. Date and time TBA</p> <p>II. From Umoja/ULC:</p> <p>A. Was looking to host a 90s themed party. Those interested in getting involved may contact them</p>
<b>AGENDA ITEMS</b>		
6	ICC Student Leader Orientation	<p>I. From Advisor Archaga:</p> <p>A. Went over the Inter-Club Council Orientation presentation for Spring 2018</p> <p>B. Included information regarding the Office of Student Life. Works alongside LMCAS and ICC. Organizes leadership engagement activities. Runs the food pantry and international students program</p> <p>C. Introduced herself as the director of Student Life and ICC advisor</p> <p>D. Stated that John Nguyen is the Student Life coordinator and LMCAS advisor</p> <p>E. Went over the protocol for how to file for and set up a campus event. Stated that Student Life has a paid graphic design artist who anyone can feel free to consult if they need any flyers or art created</p> <p>F. Members may also reserve the conference room</p> <p>G. The Office of Student Life offers free services such as free printing (5 sheets a</p>

		<p>day) art supplies, marketing, and more. 4 computers are also available as well as a microwave</p> <p>H. Went over simple guidelines of etiquette. Because it is a shared space, visitors must be mindful of others</p> <p>I. Went over guidelines for club chartering. Must submit a chartering packet including. Must have at least 4 officers with a minimum 2.0 GPA, and an advisor. A financial signature card must be signed and whoever signs it is the only one authorized to manage funds. Must also have a written constitution and recharter every semester if they wish to continue</p> <p>J. Stressed the necessity of sending in an ICC representative. May represent up to 3 clubs which translates into a maximum of 3 votes</p> <p>K. Went over the roles of the members. Must participate and remain active</p> <p>L. Advisors must be at least 21 years of age, full time or part time faculty, must be on campus to support students, and must be familiar with the club constitution</p> <p>M. Regarding finances, there are three ways for clubs to earn money. Firstly, all <i>new</i> clubs receive an initial grant of \$50.00 called “seed money.” May match 700 from ICC, may request any amount from LMCAS, or receive donations which must be coordinated with Director of Student Life and LMC Foundation</p> <p>N. All clubs are required to conduct their banking through the college. District Accounting Office accounts for those transactions</p> <p>O. Minutes and attendance are needed when allocations are being requested or used</p> <p>P. Noted that ICC is facilitated under Robert’s Rules</p> <p>Q. May contact Teresea Archaga via email at <a href="mailto:tarchaga@losmedanos.edu">tarchaga@losmedanos.edu</a> or via phone at (925) 473-7552</p>
7	Vote in ICC Chair Spring 2018	<p>I. Motion to appoint Tammy Smith as ICC Chair</p> <p>A. Motioned by:</p> <p>B. Seconded by:</p> <p>C. Motion approved <b>9-5-0</b></p> <p>II. From Chair Smith:</p>

		<ul style="list-style-type: none"> <li>A. Reintroduced herself as the previous ICC Chair and continuing chair</li> <li>B. Went over accomplishments last semester such as the creation of the visual calendar that is regularly posted on the website. Spoke up about how her disabilities have fueled her passions</li> <li>C. Notified everyone that if anything interesting takes place within their clubs, they may send in pictures to her for social media</li> <li>D. Also a member of SACHE, an extension of the DSPS program</li> <li>E. Also a member of READ</li> <li>F. Also a member of Allies</li> <li>G. Also works closely with La Raza</li> <li>H. Thanked everyone for providing her this opportunity</li> </ul>
8	Adjournment	<ul style="list-style-type: none"> <li>I. Meeting adjourned at 4:17pm</li> <li>A. Motioned by: Debate Society</li> </ul>