



Associated Students of MiraCosta College
INTER-CLUB FULL COUNCIL
Wednesday, February 13, 2019 at 11:30 AM
Oceanside Campus Student Center: Aztlán A/B



MINUTES

- I. **Call to Order:** The meeting was called to order by Lucas Kurlan, Inter-Club Council Chair at 11:35 a.m.

- II. **Roll Call:**

Leadership Council

- (P) Lucas Kurlan, *Inter-Club Council Chair***
- (P) Jose Mendez-Entrekin, *Inter-Club Council Vice-Chair***
- (P) Yeonguk Nam, *Inter-Club Council Treasurer***
- () Vacant, *Inter-Club Council Senator***

(P) Accounting & Business Club	(P) Maker Club
(P) Allied Health Occupations Club	(A) Math Club
(P) Arab, Middle Eastern, Muslim, and South Asian + Plus	(A) Movie Club
(P) Backstage Players Club	(P) Movimiento Estudiantil Chicano de Aztlán Club
(P) Baha'i Club	(P) Natural Sciences Club
(A) Black Student Union	(A) Nursing Students Association of MiraCosta Club
(P) Chemistry	(P) Parents on Campus Club
(A) Chinese Club	(L) Progressive Students of MiraCosta Club
(P) Club IT	(P) PUENTE Club
(P) Computer Science Club	(A) Rugby Club
(P) Dance Club	(P) Saranghae K-Pop Club
(A) Democrats of MiraCosta Club	(A) Soccer Club
(P) EChALE STEM Club	(A) Social Dance Club of MiraCosta College at Oceanside Club
(A) Fighting Game Club	(P) Super Smash Brothers Club
(A) Film Club	(A) Tabletop Club
(P) Fine Art Club, OC	(A) The Entrepreneurship Club
(A) French Club	(A) The Jordan Club
(P) Gender, Sexuality, Alliance Club	(A) The Pro-Life Club
(P) Horticulture Club	(A) Umoja Community Club
(P) International Club	(P) Veterans Club
(A) Intramural Sports Club	(A) Women in Computer Science Club
(P) Japanese Club	(P) Women's Club
(A) Leaders Under Civil Injustice Defending Dreams Club	
(P) League of Legends Club	

29 Present; 21 Absent. Quorum met.

Advisor

(P) Melanie Haynie, Student Activities Advisor

ICC Staff

(P) Olivia Elmer, ASG Administrative Support Assistant

- III. **Public Comment:** None
- IV. **Approval of the Minutes:** November 21, 2018, January 30, 2019
- V. **Approval of the Agenda:** February 13, 2019
- VI. **Robert's Rules of Order:** Members received an update on how to effectively use the rules of order to make motions, debate, discuss, and have fun.
 - a. Before speaking, please wait to be acknowledged from the chair.
 - b. Always introduce your club when speaking and when making your motion.
 - c. Please ensure motions are clear and concise.
 - d. Discussion on the motion will hear alternately from pro and con arguments. All comments are directed to the chair.
 - e. To amend a motion, stand, wait to be recognized by the chair, and state your club and your amended motion.
 - f. All motions require a second to advance on the floor. If there is no second, the motion or amended motion dies and the meeting proceeds with no further action on the item.
- VII. **Potentially Approve &/or Modify Spending Bills (unused money will remain with the ICC):**
 - a. **SB FY19-12 Dreamkeepers Undocumented Student Week of Action T-shirts:** Mendez-Entrekin presented on a request for \$300.00 for t-shirts with a butterfly logo and inspirational words. The total amount estimated to make 60 shirts is approximately \$600.00. \$300.00 is requested from the Inter-Club Council. T-shirts will be sold at a modest profit and all proceeds will go towards funding a new club's scholarship fund to help DACA students.
 - i. Leadership recommends \$300.00

AMEMSA+ Club moved to postpone consideration of the spending bill until a design for the shirt and cost of the shirts can be presented to the Inter-Club Council. Backstage Player Club seconds. Motion passed by unanimous consent.

- b. **SB FY19-01 International Welcome Party:** Melika Talebloo presented on a request for \$500.00 for food for the International Welcome Party. This event helps to support and orient new international students and hosts approximately 50 students.
- i. Leadership recommends \$250.00, with the condition that students pursue food donations or sponsorships.

EChALE STEM Club moved to approve SB FY19-01 International Welcome Party in the amount of \$250.00 for food. Chemistry Club seconds.

(Y) Jose Mendez-Entrekin, <i>Inter-Club Council Vice-Chair</i>	(Y) Japanese Club
(Y) Yeonguk Nam, <i>Inter-Club Council Treasurer</i>	(-) Leaders Under Civil Injustice Defending Dreams Club
(-) Vacant, <i>Inter-Club Council Senator</i>	(Y) League of Legends Club
(Y) Accounting & Business Club	(Y) Maker Club
(-) Allied Health Occupations Club	(-) Math Club
(-) Arab, Middle Eastern, Muslim, and South Asian + Plus	(-) Movie Club
(N) Backstage Players Club	(Y) Movimiento Estudiantil Chicanx de Aztlan Club
(-) Baha'i Club	(Y) Natural Sciences Club
(-) Black Student Union	(-) Nursing Students Association of MiraCosta Club
(Y) Chemistry	(Y) Parents on Campus Club
(-) Chinese Club	(AB) Progressive Students of MiraCosta Club
(Y) Club IT	(Y) PUENTE Club
(Y) Computer Science Club	(-) Rugby Club
(AB) Dance Club	(Y) Saranghae K-Pop Club
(-) Democrats of MiraCosta Club	(-) Soccer Club
(Y) EChALE STEM Club	(-) Social Dance Club of MiraCosta College at Oceanside Club
(AB) Fighting Game Club	(Y) Super Smash Brothers Club
(-) Film Club	(-) Tabletop Club
(Y) Fine Art Club, OC	(-) The Entrepreneurship Club
(-) French Club	(-) The Jordan Club
(Y) Gender, Sexuality, Alliance Club	(-) The Pro-Life Club
(Y) Horticulture Club	(-) Umoja Community Club
(-) International Club	(Y) Veterans Club
(Y) Intramural Sports Club	(Y) Women in Computer Science Club
	(-) Women's Club

22 aye; 1 nay; 3 abstentions
 MOTION PASSED: 22-1-3

- c. **SB FY19-11 Chemistry Club Donation for Food Pantry:** Alina Kim presented on a request for \$500.00 to donate to the food pantry. The food pantry supports

any MiraCosta student who is in need of food. All approved funds will go towards the food pantry.

i. Leadership recommends \$500.00

Super Smash Club moved to approve SB FY19-11 Chemistry Club Donation for Food Pantry in the amount of \$500.00. PUENTE Club seconds.

(Y) Jose Mendez-Entrekin, <i>Inter-Club Council Vice-Chair</i>	(Y) Japanese Club
(Y) Yeonguk Nam, <i>Inter-Club Council Treasurer</i>	(-) Leaders Under Civil Injustice Defending Dreams Club
(-) Vacant, <i>Inter-Club Council Senator</i>	(Y) League of Legends Club
(Y) Accounting & Business Club	(Y) Maker Club
(Y) Allied Health Occupations Club	(-) Math Club
(-) Arab, Middle Eastern, Muslim, and South Asian + Plus	(-) Movie Club
(Y) Backstage Players Club	(Y) Movimiento Estudiantil Chicano de Aztlan Club
(-) Baha'i Club	(Y) Natural Sciences Club
(-) Black Student Union	(-) Nursing Students Association of MiraCosta Club
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(-) French Club	(-) The Jordan Club
(AB) Gender, Sexuality, Alliance Club	(-) The Pro-Life Club
(Y) Horticulture Club	(-) Umoja Community Club
(-) International Club	(Y) Veterans Club
(Y) Intramural Sports Club	(Y) Women in Computer Science Club
	(-) Women's Club

23 aye 2 nay; 2 abstentions
 MOTION PASSED: 23-2-2

d. **SB FY19-19 EChALE STEM Posada Amendment:** A request to amend a previously approved spending bill for the Posada event to allow for \$200.00 allocated to a DJ to be used for \$100 in opportunity drawing prizes and \$100 for pizza, including vegetarian options.

- i. Leadership supports the amendment.

Backstage Players Club moved to approve the amendment to allow for \$200.00 allocated to a DJ to be used for \$100 in opportunity drawing prizes and \$100 for pizza, including vegetarian options. PUENTE Club seconds.

(Y) Jose Mendez-Entrekin, <i>Inter-Club Council Vice-Chair</i>	(Y) Japanese Club
(N) Yeonguk Nam, <i>Inter-Club Council Treasurer</i>	(-) Leaders Under Civil Injustice Defending Dreams Club
(-) Vacant, <i>Inter-Club Council Senator</i>	(Y) League of Legends Club
(Y) Accounting & Business Club	(Y) Maker Club
(Y) Allied Health Occupations Club	(-) Math Club
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(Y) Horticulture Club	(-) Umoja Community Club
(-) International Club	(Y) Veterans Club
(AB) Intramural Sports Club	(Y) Women in Computer Science Club
	(-) Women's Club

25 aye 1 nay; 1 abstentions
 MOTION PASSED: 25-1-1

- VIII. **Club Workshops:** Leadership Team will present a few ideas for club-development workshops, and invite clubs and outside organizations to participate, come up with ideas and lead (3 minutes).

Chair Kurlan tabled item VIII.

- IX. **Club Finances:** Sarah Carpenter presented on how clubs can access funds.

- a. To find your club balance, officers and advisors can log in to your Engage “Spartan Experience” account. To change club settings, contact Melanie Haynie.
- b. Club account balances will be updated within 1-2 weeks of club purchases.
- c. For expenses over \$100.00:
 - i. 2-3 weeks are needed for processing and shipping time.
 - ii. Requests for over \$100.00 submitted with less than 2 weeks will be denied. If you go around the purchasing process, you will not be reimbursed.
 - iii. You must provide an invoice, quote, or screenshot of the shopping cart, meeting minutes approving the purchase, a copy of the spending bill if ICC or ASG funds are being used, and an event roster of the event.
- d. Expenses under \$100.00:
 - i. Reimbursements can take up to 2 weeks.
 - ii. You must provide an original itemized receipt, meeting minutes approving the purchase, a check request form (SLL desk), and a list of the attendees if food is provided.
 - iii. Please note, the \$100.00 reimbursement applies to the whole event.
 - iv. If you are spending less than \$100.00 and would like to avoid the reimbursement process, refer to the process for expenses over \$100.00.
- e. Blanket Purchase Order:
 - i. Costco: Coordinate your shopping trip by emailing Sarah Carpenter at sncarpenter@miracosta.edu by the Monday of the Tuesday trip to Costco and provide your meeting minutes approving the purchase. Trips are every Tuesday between 11:30-1:00 pm as needed. You must provide your own transportation to the store and you must store your own purchases.
 - ii. CulinArt: Anytime food is provided for an event, CulinArt has the first right of refusal. When placing an order through CulinArt, cc: Melanie Haynie and Sarah Carpenter. The official CulinArt invoice, meeting minutes approving the purchase, and event attendee list must be provided immediately.
 - iii. For all other purchase orders, contact Melanie Haynie directly.

Sarah Carpenter to take action by emailing the Club Finance power point presentation to Chair Kurlan for distribution to the Inter-Club Council.

- f. **Club Reports:** The ICC Chair requested that at least 3 clubs give an update on any club events or news. The Chair reserves the right to ask this of specific clubs.
 - i. Leadership Council will be hosting workshops at the Oceanside campus and additional workshops at the San Elijo Campus.
 - ii. Progressive Students of MiraCosta Club will be hosting a women of color event on February 27, 2019. All are welcome to attend.

X. Communication from the Floor:

- a. Kurlan reported that Mendez-Entrekin will be reaching out to clubs who are on probation. If you miss 25% or 15 minutes of a meeting, you are considered late to the meeting.

XI. **Announcements:**

- a. **Campus Labs & Spartan Experience:** Please utilize this platform to view ICC events, submit event, requests, communicate with your club members, etc. The page can be accessed at: miracosta.campuslabs.com/engage or by clicking the Spartan Experience logo on the ASG and ICC web pages.
- b. **Update Rosters:** Club representatives and club officers must log in to the Spartan Experience to update their rosters for the spring semester. Leadership will run a report to verify there are seven enrolled students on your roster.
- c. **Event Requests:** Submit an event request through the Spartan Experience for any and all club events so your activity will be recognized as an official MiraCosta event and supported with campus resources.
- d. **ASG and ICC Applications Open:** Please apply for open positions at: <http://miracosta.edu/asg> and select "Apply - Join Our Team".
- e. **Progressives Students of MiraCosta Club Back to School Mixer:** January 31, 2019, 2:00-3:00 pm, OC3400 Aztlan A for snacks, music, and games. All clubs are welcome to attend.

- XII. **Adjournment:** Chair Kurlan adjourned the meeting at 12:40 am with no objections.