Agenda for Regular Meeting
Monday, January 27, 2013
10:00 a.m.

NOTICE IS HEREBY GIVEN that the Inter-Club Council will meet, commencing at 10:00 a.m. on Monday, January 21, 2014 in Room 851-MVC, and Room 1111-SJC. The starting time listed for the meeting is approximate. Public testimony will be invited in conjunction with discussion on each item.

I. Opening of Meeting
   A. Call to Order
   B. Pledge of Allegiance
   C. Roll Call
      i. ICC Reps
      ii. SGA Advisor

II. Review and Approval of Minutes: ☐ Motion ☐ Second

III. ICC Club Reports & Information
   A. ICC President
   B. ICC Club Reps
   C. ICC Advisor

IV. Additions/Deletions to the Agenda ☐ Motion ☐ Second

   This section of the agenda is reserved for additions/deletions to the ICC agenda at the discretion of the SGA Advisor or Support Specialist with the consideration of California state law. All proper documentation must be completed and present in order for these items to be accepted.

V. Public Comment
   This time is reserved for members of the public to address the Inter-Club Council on issues not already appearing on the agenda. A limit of 5 minutes per speaker and 20 minutes per topic shall be enforced.

VI. Discussion Items/Action Items: (Can be discussed and voted on at the same time) ☐ Motion ☐ Second

   A limit of 1 minute and a half per speaker and 6 minutes per discussion item will be enforced.

   A. Leadership Recognition
      i. Description: This item will discuss briefly the recognition of clubs to make them aware of the possibility of SGA celebrating the club members and clubs that excel.
   B. Relay for Life
i. Description: This item will discuss the Relay for Life event coming up. Flyers for the event will be handed out and the event will be briefly reintroduced to the students.

C. Applebee’s Fundraising Opportunities

i. Description: Denise Salazar, the Applebee’s Fundraising Coordinator and an MSJC student, would like to discuss to the clubs the fundraising options available at Applebee’s to the campus clubs.

VII. Action Items

A. Phi Theta Kappa

i. Postage July 1-Nov 14, 2013- “not to exceed $30.64”
   i. Past postage charges for the club business

ii. Catering for Spring 2014 Retreat- “not to exceed $300”
   i. The charge for the catering for PTK’s retreat during the Spring 2014 semester

iii. Funds for PTK Blood Drive on January 28, at 9 am SJC & January 30, 9 am MVC- “not to exceed $100”- retroactive
   i. Funds for the annual Spring Blood Drive

iv. SGA BBQs for the Spring 2014 semester- “not to exceed $100”
   i. Funds for decorations and other necessary items for the SGA BBQs

v. PTKs induction ceremony on April 13, 2014- “not to exceed $300”
   i. Funds for decorating, catering, and other needs for the annual induction ceremony

vi. Graduation Rose Sale in May 30, 2014- “not to exceed $800”
   i. Funds for the sale of rose at the 2014 graduation

vii. Charge backs from IT from 2013/2014- “not to exceed $300”
   i. Funds to pay for charges from the IT department

viii. Charge backs for PTK Printing Fall 2013/Spring 2014- “not to exceed $300”
   i. Funds to pay for the printing of flyers, invitations, and other required printing

ix. Charge backs for PTK Fall 2013/Spring 2014 – “not to exceed $300”
   i. Funds for necessary postage for the year

x. Open Purchase Order for Spring 2014 PTK memberships- “not to exceed $6500”
   i. Funds for up to 100 Spring 2014 memberships

xi. Office Supplies for PTK for Spring 2014- “not to exceed $300”

xii. PTK Fellowship events- “not to exceed $300”
   i. Funds for fellowship events in Spring 2014

xiii. Officer SGA stickers- “not to exceed $35”
   i. Funds for five officer SGA stickers

xiv. Scrapbook Supplies- “not to exceed $100”
   i. Supplies to keep up the PTK scrapbook and document the fall/spring 2013/2014

xv. PTK Spring Orientations MVC Monday 5-6 p.m., Tuesday 12:30 pm-1:30 p.m., & SJC Wednesday 4-5 p.m., Thursday 1-2 p.m.
   i. The orientation for the incoming students in the Spring 2014 semester- date and location needed

xvi. PTK Induction and Awards ceremony on Sunday, April 18, 2014 from 8 am-4 pm
   i. the annual induction ceremony for new members of PTK- location needed

xvii. PTK Graduation Rose Sale on May 30, 2014 from 3-7 p.m. at the Rose Bowl in Hemet
i. The event to fundraise for the club during the graduation ceremony

xviii. Regional PTK Convention at the Kellogg West Center in Ontario, Ca March 28 & 29
   i. the convention shall be attended by PTK members to gain valuable knowledge and present the MSJC chapter’s accomplishments-time needed

xix. E-Waste fundraiser for the month of February at the MVC
   i. An electronic recycling fundraiser for the club- time and date needed

xx. Applebee’s fundraiser for the month of March from, 8-10 am
   i. a pancake breakfast fundraiser for the month of March- location and date needed

B. Black Student Union
   i. Clothing Drive February 1- April 14 on both campuses
      i. This event will be approved without the MSJC or any variation in the name, and as it was last semester the SGA shall recommend the clothes be new
   ii. Black history Month Film Think Like a Man in the SJC Cafeteria
      i. There will be a movie to celebrate Black History month- time and date needed
   iii. Black History Month Lecture in February
      i. A lecture to celebrate Black History Month- time date and location needed
   iv. Rubio’s Fundraiser February 21, at the Rubio’s in Hemet
      i. a fundraiser at the Rubio’s in Hemet between the SJC S.T.E.M. and the BSU club- time needed
   v. Women History Month fun fact flyers and other events March 1 to March 31
      i. An event to celebrate Women’s History Month- more details, time and location needed
   vi. Panda Express fundraiser at the location on State St. on March 21
      i. A fundraiser in conjunction with SJC S.T.E.M. where flyers are brought into Panda Express to donate a portion of the proceeds to the clubs- time needed
   vii. Mid-Semester Club Rush March 31 at the SJC
      i. A mid-semester club rush for all clubs to participate in- time
   viii. Rubio’s Fundraiser in April
      i. A fundraiser between BSU and SJC S.T.E.M. at the local Rubio’s- time, date and location needed
   ix. BSU’s Poetry Slam 4 in April
      i. The clubs 4th Poetry Slam- time, date, and location needed

VIII. Club Membership and Charter
   A. Phi Theta Kappa
      i. Club Membership & Charter

   B. SJC S.T.E.M.
      i. Club Membership & Charter

IX. Adjournment

Motion   Second

Additional information or available background material regarding any item on the agenda may be obtained by contacting the ICC President at (951) 487-3380 prior to the meeting.
MSJC Inter-Club Council meetings are open and minutes recorded per The Brown Act of California. Minutes shall be subject to inspection by members of the public in accordance with The Brown Act.

**Conference Room Numbers**
- MVC-Room 805 (951-639-5888)
- MVC-Room 851 (951-639-5840)
- SJC - Room 200 (951-487-3886)

**ICC Contact Information**
- ICC President, Corrine Rutledge – icc.msjc@gmail.com
- Vice Commissioner, Agnes Recio – arecio995@student.msjc.edu
- SGA and ICC Advisor, Nathan Brais – nbrais@msjc.edu
- Support Specialist, Sandi Uhrig – suhrig@msjc.edu

**Subject Line:**
ICC – Request to add Item

**Deadline for request items is Tuesday**
At noon (72 hours before next Monday’s meeting)

**Reminder:** When you plan out an event and activity form to Send the club minutes for the backup documentation to show The members voted on the event/activity.