

Antelope Valley College
Associated Student Organization
Inter-Club Council Minutes
3041 West Ave K, Lancaster, CA 93536
SSV 180—4:00pm
 August 11, 2014

NOTICE IS HEREBY GIVEN *The Inter-Club Council of Antelope Valley College met on August 11, 2014. For more information, please contact Vice President of Club Affairs Daniel Mendez at asovpca@avc.edu or (661) 722-600 ext. 6722.*

I. ORGANIZATIONAL ITEMS

1.1 Call to order:

- 4:09 pm by Daniel Mendez

1.2 Pledge of Allegiance:

- Led by Noemi Bustamante from Anthropology Club

1.3 Roll Call:

AVC Queer Alliance: ABSENT

Alpha Iota: PRESENT

Anthropology Club: PRESENT

ASL@AVC: PRESENT

AVC Soccer Club: PRESENT

AVC Campus Christians: ABSENT

AVC STEM: PRESENT

Black Student Union: PRESENT

Chess Club: PRESENT

Fashion & Costume Society: ABSENT

Last Chance Theater: ABSENT

Rotaract: ABSENT

Skills USA: ABSENT

SNAC Fall 2014: ABSENT

SNAC Spring 2015: ABSENT

SNAC Fall 2015: ABSENT

Guest: Jacqueline Adams, Sheri Padlo, Dolores Avendano, Diana Salceda and Esca Smith.

7 Clubs were in attendance. Quorum **not required during summer meetings.**

1.4 Adoption of the Agenda:

Anthropology Club moved to adopt the agenda, AVC STEM seconded, motion passed 7/0/0.

Anthropology Club moved to table 1.5 approval minutes to the end of Public Forum. Alpha Iota seconded, motion passed unanimously.

II. **PUBLIC FORUM**

None

1.5 **Approval of the Minutes:**

ASL@AVC moved to approve minutes from July 28, 201, AVC Soccer Club seconded, motion passed 7/0/0.

III. **DISCUSSION ITEMS**

3.1 **Sack Lunch Event Ideas**

- The clubs generated the following series “Look Up. Be Aware. Do Something!” The 1st and 3rd Tuesday of each month during the fall semester has been assigned a topic to be presented by the following clubs. SAC will provide the food, dessert will be provided by the hosting club(s), and the attendees will have to supply their own beverages. Here are the assigned clubs for the following days:

Day:	Club:	Topic:
09/09/14	<u>Pre-Law Club</u>	Human Sex Trafficking
09/23/14	<u>Pre-Law Club & Anthropology Club</u>	Alternative Eating (Gluten Free/Vegan)
09/30/14	<u>Alpha Iota</u>	Study Skills and Success
10/7/14	<u>AVC STEM</u>	(Tentatively)
		Minorities in STEM
10/21/14	<u>Alliance</u>	**Pending Topic**
11/4/14	<u>ASL@AVC</u>	Audism
11/18/14	<u>Anthropology Club</u>	Palm Oil Awareness

Time: 12:30pm-2:00pm

Location: Student Lounge

A brief description of presentation will be required by the first weekend of Fall Semester. The topic must create a call to action. A suggestion box can be used to gather ideas on topics students want to learn more about. Any preparations needed for the presentation must be submitted promptly.

IV. **ACTION ITEMS**

4.1 **Sack Lunch Topics**

After further discussion, Alpha Iota moved to approve the location, time, and topics for the Sack Lunch Topics as listed in section 3.1 of Discussions. AVC STEM seconded, motion passed 7/0/0.

4.2 **Scavenger Hunt/Carnival**

- The Scavenger Hunt volunteer form was passed around for the clubs that wished to volunteer. It was agreed the entire club can volunteer and use the opportunity for promotion, or volunteers would be accepted on an individual basis. There are four 1 slots for each stand that needs 2-3 people.

Time: 12:00pm-4:00pm

Date: August 21, 2014

4.3 Club Activations

- Pre-Law Club activation packet accepted.
AVC Soccer Club moved to approve the Pre-Law Club for activation, AVC STEM seconded, motion passed unanimously.
- Alpha Iota submitted incomplete reactivation packet. The packet requires at least 10 members.
AVC STEM moves to approve Alpha Iota reactivation packet pending completion of paperwork, AVC Soccer Club seconded, motion passed unanimously.
- ASL@AVC submitted incomplete reactivation packet. The packet requires the signature of the club's advisor.
Pre-Law Club moved to approval of ASL@AVC reactivation packet pending completion of paperwork, Anthropology Club seconded, motion passed unanimously.
- Black Student Union submitted club activation packet.
Anthropology Club moved to approve the Black Student Union activation packet, Pre-Law Club seconded, motion passed unanimously.

4.6 Club Activities

- Anthropology Club requested the following three events:
1.) **9/13/14**—Off campus fieldtrip to the Gibbon Conservation Center in Santa Clarita. 2.) **9/16/14**—Pizza Fundraiser in front of the Health Science building. 3.) **9/22/14**—Movie night premier featuring the film “Gorillas in the Mist,” in room HS 223.

**[Event approval form received. The following forms are needed:
Facilities Use form and Trip Request form]**

Anthropology Club asked for clarification on properly submitting Check Disbursement Form for future known expenses that have been approved by club members. Dr. Zimmerman provided detailed explanation on how the Check Disbursement form can be used. Check Disbursement Form can be used to pay vendor/service provider directly, used to advance funds for specific expenses, and for reimbursement if paid for expenses out-of-pocket. The receipts and/or other documentation with exact dollar amounts are required to prove purchases for reimbursement. For cash advance options you will need to bring in the minutes that support the cash advance and follow this up with receipts and change for the amount advanced. Failure to provide proper documentation will cause hold on student account for the said amount.

Anthropology Club moved the approval the listed events pending completion of paperwork listed, ASL@AVC seconded, motion passed unanimously.

Anthropology Club announced events in October 2014. Antelope Valley Archaeological Society hosting event 10/18/14. The details will be released

once the date is finalized. The Anthropology Annual Expo is scheduled for 10/24/14. A flier with the all the information will soon be released.

V. **ANNOUNCEMENTS / UPCOMING MEETING AND EVENTS**

A photo shoot for the campus club brochure will be held Tuesday 8/12/14 at 8:30am. The club members are encouraged to wear solid color shirts.

5.1 Official ICC meetings

After all the clubs have submitted their availability, it was been decided the best day and time to convene the ICC meeting during the fall semester is on the 1st and 3rd Wednesday of the month from 2:00pm-3:30pm.

The next scheduled ICC meeting will be:

September 3, 2014 at 2:00pm-3:30pm in the Student Lounge

5.2 Club Rush

As a reminder, a stamp card and stamps will be used at each club table. The card of the holder will only be stamped once they have fully participated in the club's activities. Dr. Zimmerman suggested having all club names listed on the back of the card so the person may request more information on a club of their choosing. Fliers were suggested to be passed out during SAC's Scavenger Hunt during Welcome Week to advertise Club Rush.

5.3 Hispanic Heritage Event

SAC is hosting a Heritage event on 09/18/14 between 10:00am-5:30pm and are requesting volunteers. Those interested in volunteering can go to Student Services and sign up.

VI. **REPORTS**

6.1 Advisor Reports

None

6.1 Chair Reports

None

6.2 Club Reports

None

ADJOURNEMENT

Anthropology Club moved to adjourn meeting at 6:00pm, Pre-Law Club seconded, motion passed unanimously.