**CSUF College of Humanities & Social Sciences   
Inter-Club Council Meeting**



September 25th, 2020 11:00 A.M.   
Zoom

**Meeting called by:**

Halima Baba, Chair

**Type of meeting:**

Regular

**Attendees:**

Council Representatives, Executive Officers, General Public

**Agenda Topics:**

1. **Call to Order / Roll Call-11:03 AM**
2. **Approval of Minutes**
   1. **AAEE motions to approve Rebound Scholars approves**
   2. **Minutes are approved**
3. **Approval of Agenda**
   1. **AAEE Motions to approve Rebound Scholar approves**
   2. **Agenda is approved**
4. **Public Speakers**
   1. **none for this week**

*This is a time where members of the public may address the humanities and social sciences council on any item appearing on this agenda or matters impacting students.*

**5. Budget**

* 1. 8074 – Contracts, Fees and Rentals: $33,350.00
  2. 8077 – Travel: $20,000.00

**6. Reports**

1. Chair – Halima Baba
   1. The CSU system is currently changing how we fund events because CSU San Marcos was sued due to declining funding for a specific event. Because of this event, the CSU system will now be implementing a new thing called viewpoint neutrality. Viewpoint neutrality is we cannot refuse to fund for events based on the actual event. For example, if a club is requesting funds to have a conservative speaker come to campus/Zoom, we cannot decline funding due to that reason. Next week we will have a more in-depth conversation about this topic. Information at this time is limited, but hopefully, by next week, we will know more. "We cannot put personal opinions into funding; we should consider only funding and not look at the event. Questions we ask should only pertain to funding".
2. Vice-Chair / Treasurer – Lila Marlene Rodriguez
   1. Reminder: Please rename your Zoom name to the name of your organization,preferred name, and pronouns. This should be done before every HSS ICC meeting.
   2. Please make sure to add the appropriate checklist form at the beginning of the proposal packet that you turn in; otherwise, they will not be accepted.
      1. Before this week, people who submitted their proposal packets didn't have the checklist included, but that is no longer okay after today. The checklist will help you make sure you have all the forms and documents in order and aren't missing anything.
      2. The checklist forms will be updated on our website as well and they include this information (regarding checklist updates)
      3. CSUF Students have access to the Adobe Creative Cloud, and there is a program that is called Adobe Acrobat DC that can help merge packets, sign documents, annotate, etc.
   3. A student asked, can we use gift cards to purchase care packages? At this moment, there is no answer since guidelines are currently in the works all about gift cards. Lila will update the council whenever she hears more.
   4. Next, a student also asked, can they use gift cards to provide food for members? We want to discourage giving food during meetings because this could turn into a liability issue for your club. For example, if someone hears food will be provided, they might think it is an in-person event, and we are strictly prohibited from gatherings.
   5. The HSS ICC funds are supplemental, and your club is still expected to provide funds for your events.
      1. NOTE: If you wanted to provide food with funds from the Council, you would need to still market the event open to all, how would you go about providing food for the general community if they would like to attend your event?
      2. Consider alternatives like opportunity drawings!
   6. Another question: Is there a limit on events clubs can request for a semester or year? ASI does not have a limit on gift card events that clubs can have. In the future, we may need to debrief this as a council.
   7. Another question: What is the gift card process? Do we need to pay out of pocket to initially purchase the gift cards? Students will not be required to pay out of pocket, Asha, our ASI Coordinator, will make the gift card purchases for the council. There are guidelines for gift cards currently being created, therefore our council will not be able to request gift cards yet, official guidelines are being determined since this is such a new process, so this is why some of these questions are not clearly stated yet, more to come on this!
   8. Another question: Is it possible to change either the upper and lower limit $$ of the gift cards? The amount of $10 minimum and $50 maximum per gift card, and was approved ASI.
   9. Another question: Is it possible to raise the maximum amount per event from $250 to $300 or to $350? This will remain $250, because this was also approved by ASI and this will be consistent with all funding councils, not only HSS ICC.
   10. Another question: Some students stated that some e-gift cards also had a fee, who will pay those fees? We are still recommending everyone look into options that do not incur that fee, as it will eat into our budget.
   11. Another question: Do these gift cards need to be given explicitly to CSUF students since events are typically free and open to all within the community? No answer at the moment, but Asha will inform Lila as soon as information is available.
3. Director of Administration – Savannah Arana
   1. For the purpose of minute taking, I will be recording the HSS ICC meetings every week. The sessions' recordings will be used only for minutes and will not be shared with anyone outside the e-board. Your privacy is a top priority for me, and if you have any other questions about this, please feel free to contact me.
4. Director of Public Relations – Jennifer López
   1. No report for this week.
5. Social Justice Facilitator – N/A
6. Advisor – Dr. Connie Moreno Yamashiro, Assistant Dean
   1. All students are required to do the duo authentication before October 1st. Please set it up on time before October 1st so you won't be locked out of your student account. You can find it on your student portal, CSUF email, or at <http://www.fullerton.edu/it/students/2fa/>
      1. Gaby of AAEE works for IT and says that if international and undocumented students are having issues with their DUO pin please contact IT at (657) 278-8888.
   2. CSUF students should have received an email about the importance of voting and this year's election. Please vote, and if you aren't sure where to start, please visit http://uawebstg.fullerton.edu/election/ .Voting is a privilege, so please take advantage of it. Be the voice for the voiceless!
   3. Student life and leadership should have sent out an email to HSS ICC members about the importance of engaging with their clubs in a virtual format. Gatherings in-person are not okay under any circumstance. If you have any questions, please visit <https://fullerton.campuslabs.com/engage/news/197629>
      1. Clubs who get together in person are subject to penalties and are going directly against University policy.
      2. Feel free to get creative with how you engage with students in a virtual format. Try google hangouts or try doing self-care together on a group call. The sky's the limit; just stay safe!
7. Graduate Assistant – Shanice Watson
   1. An email was sent out with a Qualtrics survey that will help update the ICC website. Please fill out the survey ASAP, but the deadline to finish it is September 29th at 5 PM.
8. ASI Liaisons – Erick Murillo and Maria Linares
   1. Erick
      1. Please fill out ASI scholarships as, based on the last three semesters, our college has the lowest amount of submissions. Please apply and tell your students to apply too! Free money is the best money!
   2. Maria-N/A

**7. HSS Week Committees (April 5th- April 9th, 2021)**

1. **Discussion:** Discussion on HSS Week Theme
   1. **Please take these themes back to your organization and discuss which one you like the best. Next week we will vote on the winning theme.**

* Its seems impossible until it's done
* HSS presents coming together for justice
* The power of the people
* Think social justice think equity (possible)

**8. Old Business**

**9. New Business**

**ASSA motions to open new business and AAEE seconds this motion**

1. **Action:** Rachel Seymour of the American Studies Student Association is requesting $150.00 from line item 8077 (Travel). This money will be used towards Rachels registration fees at the Midwestern Popular Culture Association/Midwest American Culture Virtual Conference, October 1-4, 2020. She will be presenting her paper titled "Problematic: Cancel Culture and "Authenticity" at this event.
   1. 20/23 clubs approve/ Motion is passed
2. **Discussion:** Reviewing the Bylaws
   1. AAEE motions to open and LSPA seconds
   2. What are they, where can I find them, and how do they help my organization?
      1. Each member of the e-board was assigned 3-4 pages to read of the bylaws. The bylaws were also included in this week's email. If you have any further questions about the bylaws and the exact procedures within them, please review the bylaws and then ask any e-board member for further clarification.
3. **Discussion:** Club Presentations

AAEE motions to open this item and CJSA seconds

1. Every year the HSS ICC has council members do a short club presentation. The reason behind this is we want to learn more about clubs and to showcase the diversity amongst the council. For this year, the deadline to submit everything is next week Friday (10/2).
2. Halima and Lila will be sending out an email shortly that will include guidelines for presentations and include any updated information.
3. When making your presentations, please include your social media accounts. So J-Lo can include you in the HSS ICC Instagram posts.
4. Presentations can include videos but make sure it isn't too long. A minute video should be perfect. Club presentations should be 5 mins max.
5. Extensions may be possible due to midterms so Halima and Lila will let students know via email
6. Savannah, the DOA would prefer if the order of presentations is the same as the roll call, but the e-board will discuss this at a later time.

**10. Next Week’s Agenda**

1. UNA-CSUF would like to be added to line item 8074
2. ASSA would like to be added to line item 8077

**11. Announcements**

1. Lila will share a reminder on the GroupMe. There is a new platform for people who are interested in working on projects or looking for an internship. An email should have been sent last week about this new platform from the career center.

**12. Adjournment-12:25 PM**