

Inter-Club Council

Minutes

Monday, October 5, 2026

2:00 P.M. Canyons Hall 201

Inter Club Council Meeting

Members Present

Active Minds – Jeremy Silver

Alpha Delta Nu Honor Society – Dominic Marzan & Maryrose Marzan

American Sign Language Club (ASL) – Stephanie Dorroh

Civil Engagement Club – Benjamin Ramirez

College of the Canyons Dance Club – Olivia Snyder

Communication Studies Club – Chase Longan & Kelly Brackett

Coptic Club – Kyrillos Gerges

Culinary Arts Club – Donna Heese

E-Sports – Carlos Macedonio & Christopher Contreras (Vice President)

Future Business Leaders of America – Gavin Grey

Grace on Campus – Jennica Lee

Hacking, Information Technology & Cybersecurity Club (HITC) – Jake Mancilla

Hands on Earth Club – Jeremy Silver

Hipified Records – Evangeline Azusada

National Student Nurses' Association (NSNA) – Ashlyn Farah

Outdoor Adventure Club – Stephanie Dorroh

Philosophy Club – Jeremy Silver

Phi Theta Kappa Honors Society – Chrislynn Quach

Racket Sports Club – Jeremy Silver

Society of Hispanic Professional Engineers – Jabari Floyd

Society of Physics and Engineering Students – Omar Salman

Sociology Club – Jeremy Silver

Members Absent:

Armenian Student Association

Astronomy and Physics Club

Canyons Creative Club

Chemistry Club

Family History Club

Filmmaking Club

Firefighters of Tomorrow

Math Club

Men's Volleyball

Middle Eastern Student Union

Parallax Photo Club

Political Science Club
Pre-Law Club
Printmaking Club
Quant Club
Shift & Drive Auto Club
Technology Engineering Coding and Hardware Club (TECH)
Joshua De Jesus, ASG VP of Inter Club Council
Robin Herndon, ASG Technician

Others Present:

Devon Corlew, Santa Clarita Valley Food Pantry
Faddy Benhamda, ASG Director of Clubs & Organizations
Lily Walizadah, ASG Specialist
Kelly Dapp, ASG Advisor

General Business

1.1 Call to Order

Associated Student Government Director of Clubs & Organizations, Faddy Benhamda, calls the ICC Meeting to order at 2:00 pm. He recognizes quorum being present with 21 Inter Club Council representatives present.

1.2 Approval of the Agenda for the ICC Meeting of October 5, 2026

Motion: *Communication Studies Club – Chase Longan*

Second: *Communication Studies Club – Kelly Brackett*

Record of Board Vote: 21-0-0

1.3 Open Forum – Culinary Club will be hosting a Coffee & Muffins Fundraiser. Culinary Club will be selling their own cold brew made with their homemade syrups, and muffins. Fundraiser will be taking place Wednesday, October 7, 2026 at the ICUE building from 9 AM – 1 PM.

Consent Calendar

2.1 Approval of Meeting Minutes – September 21, 2026

Motion: *Communication Studies Club – Chase Longan*

Second: *National Student Nurses' Association – Ashlyn Farah*

Record of Board Vote: 21-0-0

Regular Council Meeting Items

3.1 SCV Food Pantry

Motion: *Communication Studies Club – Chase Longan*

Second: *Communication Studies Club – Kelly Brackett*

Background: A representative from the SCV Food Pantry will be sharing information about what the non-profit program is, the services provided, and volunteer opportunities. Representative, Devon Corlew, explained what the non-profit SCV Food Pantry have available.

They serve 10,000 people with only 4 staff members running their food pantry. If seeking volunteer hours, reach out to Devon for more info. Volunteers manage bringing food in, sorting, checking food, before handing out.

Below are the hours:

Mondays: 8am-2pm

Tuesdays, Thursdays, and Saturdays: 8-12

Wednesdays: 8 am-7 pm

Fridays: Closed

3.2 Club Events

Motion: *Civic Engagement Club – Benjamin Ramirez*

Second: *Communication Studies Club – Chase Longan*

Background: Information will be provided to the clubs about the processes for holding club events and activities on and off campus.

Kelly Dapp presented to ICC on how to access the club forms website and which forms are needed to hold an event on campus. A step-by-step form is available for events at either the Valencia or Canyon Country campus. Clubs holding events at both campuses must complete the process for each.

Facilities Request Form

- Covers how to complete the form, how to view the Facilities Use Calendar to see what is happening on campus, and how to check which locations are already reserved before submitting.
- The club advisor must complete this form, as it is intended for staff. Clubs are responsible for giving the necessary event information to their advisors.
- Due **2 weeks** before the event.
- This form is also used to reserve a room or space for club meetings. Several recent inquiries about room reservations were referred to it. Advisors may need to go through the academic dean to reserve a room in advance.

Food Permit Form

- Required if food will be handed out to students at an event.
- Due **1 week** before the event.
- The cafeteria holds the food handler's permit and needs advance notice to confirm that safety procedures are being met. The notice also lets the cafeteria know that food distribution may affect its business.
- This form must also be submitted when a club reserves Campus Life equipment that involves food (e.g., popcorn machine, snow cone machine).

Material Reservation Request

- Clubs may reserve special items from the Campus Life Office, including a popcorn machine, speaker, handheld microphone, spinning wheel, whiteboard, and snow cone machine.
- Robin receives these requests and follows up with clubs.
- Submit about **2 weeks** before the event.

Additional Forms

- Guest Speaker Form
- Off-Campus Excursion Form
- Social Media Spotlight Form
- Marketing Forms

Promotion

- Through the TV Promotional Request Form, Lily Walizadah can create promotional material to display on the monitors in the Student Center Lobby and the Cafeteria, or clubs can upload their own promotional material to be displayed.
- Kelly will attempt to contact the PIO about sharing additional promotional tools for clubs for the next meeting.
- Flyers must be approved by Campus Life & Student Engagement before being posted on campus.

Good Standing

- Holding events counts toward a club's good standing.
- Josh or Faddy will share more information about the Good Standing Spreadsheet at the next meeting.

Club Reports:

4.1 Advisor Report: Kelly Dapp – *At next ICC meeting flag football will be present, promote your clubs, be engagement. First BITE club signed up, Lily can speak more on BITE club. Went through what BITE clubs represent and what makes sense for some clubs to sign up as BITE club. NOV 15 is the last date to submit rechartering forms.*

4.2 Student Services Technician: Robin Herndon - *Absent*

4.3 Student Services Specialist: Lily Walizadah – *On the ICC Canvas Shell, Lily posted a discussion board, giving access to clubs to upload upcoming events for them to be uploaded/shared onto the ICC Calendar that can be seen on the Clubs website. If a club that was once a chartered club is interested in becoming a BITE club, note that the club will no longer have an ASG Account and will not be able to have any type of funding. BITE club is purely meant to create an on-campus community.*

4.4 Director of Clubs and Organizations: Faddy Benhamda – *Nothing (Left at 2:20 PM)*

4.5 Vice President of Inter Club Council: Joshua De Jesus - *Absent*

4.5 Club Reports:

Civic Engagement Club & Helping Us Become Club: *Banned Book Day, handing out magazines, books donated from library, banned book trivia, voter registration form, if clubs want to show up to help. Will be happening in front of the Library from 11 am – 2:30 pm.*

Communication Studies Club: *Will be having Halloween themed wall event at the Flagpole on October 21st from 1:30 pm-3:30 pm.*

Teachers of Tomorrow: *Will be volunteering at Star Party at CCC Friday, October 16th, from 5:30 – 9:30, open to accepting more volunteers if anyone is interested.*

Hipified Records: *Will be performing at the Phil-Am Festival 11 – 2 pm in Honor Grove.*

Connections Clubs: *Will be having an Aguas Frecas event at the Flagpole on October 8th, from 10 am – 2 pm.*

Open Forum (Keep to 1 minute each)

Announcement of the Next Meeting:

Monday, October 19, 2026, at 2:00pm

Adjournment (2:38 PM)

Motion: *Communication Studies Club – Chase Longan*

Second: *Hipified Records – Evangeline Azusada*

Record of Board vote: *..... 21-0-0*