2.9 ICA Club Council Minutes

Meeting Began at 7:04 PM

- Review Agenda
- Announcements
  - Winter Club Council will be March 2nd
  - Spring Club Council will be April 13th, May 4th, and May 25th
  - The remaining Funds Council Dates are February 10th, February 25th, and March 10th. Funding requests are due by March 4th at 5PM.
  - Service Opportunity
    - Push pantry is open (training required)
    - SLICE sweater drive until this Friday 2/11. 3 donations from different club members is equal to one service hour, up to 2 hours
    - Random Acts of kindness Week is looking for volunteers next week
    - Notes to Neighbors has two more days on February 24th and March 10th
    - Education Career Fair is March 4th from 10AM-4PM
    - Wildcat Farm Work Party will be March 5th, with training on February 23rd or March 9th
    - Entrepreneurship Club has an app called Function App, designed for club marketing
- Event Processing Update (Sumer)
  - Reminder that submitting your event through Presences will help with advertising and will give you a check in pin code to use.
  - If your event is not being processed, it is because we have not received confirmation from scheduling. Reach out to use at slice@cwu.edu or in SURC 250 if you are concerned.
  - Tabling does not require a Presence submission.
    - Student question: Can I put in one event for a reoccurring meeting, or do I need to submit a new form for each meeting?
    - Answer: Unfortunately, Presence doesn’t allow us to use one submission for a reoccurring event. We suggest copying the tab so you can have the same form several times, changing the dates, the submitting them all at once.
    - SQ: So, we should reach out to scheduling for room reservations?
    - A: Yes! They do room reservation as well as any additional contracts.
    - SQ: We have been using one of our professor’s classroom with their permission. Should we still reserve the room with scheduling?
    - A: Yes. Any time your club uses a room, you must go through scheduling.
- Self-Report Form (Becca)
  - Throughout the quarter, whenever your club participates in a Club Engagement Event or Club Service Hours, please fill out this form: tinyurl.com/report-ica. The link can be found in the newsletters, on Presences, and in the Discord.
  - Do this throughout the quarter as you complete them rather than submitting one longer form at the end of the quarter.
• SQ: If we participated in the Preview Day, should we put that under “Involvement Fair”?
• A: Preview Day would be under “tabling at a university sponsored event”.
• SQ: For Preview Day, what would you select?
• A: You would select “tabled at a university sponsored event.”

• ICA Discord (Elisabeth)
  o Go to this link to join the channel: discord.gg/yAGxqZdJ Link will expire the 16th at 3PM
  o When you join, go to rules and roles to select your officer position, as well as what topics you want to get notified for.
  • SQ: Could you add a senator role?
  • A: For senators, we will use ‘committee chair’, which is what Presence uses.

• Breakout session
  o How do you promote wellness within your club and for your members?
  o How do you manage the responsibilities of being a club officer with your overall well-being?
  o Brainstorm 3 ways to promote self-care with the rest of your club.
    • Student Response: I suggest analyzing your class schedule to find time and space to focus on yourself. See what classes you would be okay with missing a day from. Find places to lower your expectations of yourself.
    • SR: Focus on small things you can do for yourself. Eat a full meal. Our club often brings food at meetings, so members aren’t hungry.
    • SR: It’s important to acknowledge your own responsibility, and remind yourself that this is all student run.
    • SR: Do bonding activities with your club, such as parties to celebrate milestones or holidays.
    • SR: We do wellness breaks during our meetings, like we do at Club Council.
    • SR: Our club frequently has serious conversations, so we take time to have breaks to do or talk about more lighthearted things.
    • SR: We are trying to implement times where we can hang out outside of meetings.

• Wellness Center break!
  o Visit the Wellness Center in SURC 256 or email them at Wellness@cwu.edu

• Career Services.
  o Visit Career Services at Bouillon 206, or email them at career@cwu.edu.

• Meeting close at 8:49