

CONSTITUTION OF  
THE INTER CLUB COUNCIL

ARTICLE 1: ESTABLISHMENT

- Section 1. There shall be established at Ohlone College a permanent organization for clubs and organizations under the auspices of the Associated Students of Ohlone College (ASOC) named the Inter Club Council (ICC).

ARTICLE II: OBJECTIVE

- Section 1. The Inter Club Council objectives are to:
1. Be responsible for acting on behalf of ASOC by officially recognizing all Ohlone College clubs and organizations.
  2. Give guidance to new organizations and clubs in such matters as: getting started, drawing up constitutions and conducting club affairs.
  3. Serve as a forum for expression by clubs on any matters considered to be of importance to them.
  4. Coordinate events and activities among clubs and assist them in developing jointly sponsored projects and activities.
  5. Plan a calendar of club activities in cooperation with the office of Campus Activities and to coordinate activities with the ASOC Activities Program.
  6. Have the general responsibility of legislating and enforcing rules in all matters pertaining to clubs, which are not otherwise stipulated in the constitution.
  7. Act in an advisory capacity to ASOC regarding all funding requests.

ARTICLE III: MEMBERS

- Section 1. The ICC shall be comprised of the presidents from each recognized Ohlone College club or organization. If the president is unable to attend due to schedule conflicts, the club may appoint one permanent member to represent the club at each meeting. Each active club shall have only one vote.
- Section 2. A member of ICC shall be defined as a club or organization. A representative shall be defined as the club president or the person the club or organization appoints as its official voice in the ICC.
- Section 3. There shall be three types of memberships - active, inactive, and dechartered.
1. Active clubs will be allowed to schedule major campus events/activities, such as dances and parties where fees may be charged. A club is considered active if it has a representative at each of the meetings, has one event on file with Campus Activities per semester, and has given the required monthly club reports.
  2. Inactive members may only conduct their regular meetings. An inactive club may not request or receive money from the ASOC, is ineligible to cast an ICC vote, can not travel, can not hold any events, can not have access to their

account, and can only have their club meetings. The club must still send a representative to ICC meetings.

3. Dechartered members must refrain from all club activities until the beginning of the following semester. A dechartered club has all of the impositions of inactive status for the remainder of the semester. Should the club be dechartered in December, the club will remain so until school resumes in the spring. At that time, the club will be on inactive status for 20 academic days and automatically receive one absence for spring.

Section4 Written monthly club reports, which would begin in October or February, will be based on the club report checklist, which appears in the Club Handbook. There will be a 24-hour grace period once per semester in which a club failing to make their report submit the written club report to Campus Activities. If the club report is forgotten a second time, future reports must be submitted in writing to Campus Activities no less than 24-hours prior to the ICC meeting. Failure to submit written monthly club reports will result in a money request suspension of 10 academic days.

Section5 Any active club not represented at two meetings per semester will be given a written letter of warning. If a third meeting is missed, the club will be reduced to inactive status for 20 academic days and shall lose their ICC vote. If a fourth meeting is missed, the club will be dechartered for the remainder of the semester.

Section6. The ICC has a general advisor, who will be the Director of Campus Activities.

#### ARTICLE IV: OFFICERS

Section 1. The officers shall be the following: Chair and Secretary. The Secretary shall be elected by the representatives of the member-organizations from among themselves. The Chair shall be the Vice President of the ASOC.

Section 2. Each ICC Officer must be available to attend all regularly scheduled meetings or must vacate his/her office.

Section 3. In the event that no one fills an officer position, the ICC Chair may appoint an active club to fill the open position.

#### ARTICLE V: MEETINGS

Section 1. The regular meetings of the Council are to be held weekly for one half-hour.

Section 2. All active clubs must attend one Club Day each semester. Non-attendance at Club Day will result in one absence being noted against the club.

## ARTICLE VI: ELECTIONS

- Section 1. The election of the Secretary shall take place in early fall.
- Section 2. The ICC Chair shall swear the newly elected officers into office at the next regularly scheduled ICC meeting.

## ARTICLE VII: CLUB ORGANIZATION

- Section 1. In order for any club or organization to have the sponsorship of Ohlone College, the club or organization must have the recognition of the ICC.

Any group of students interested in forming a new club or organization should proceed as follows:

1. Obtain and complete a New Club Contract form stating the purpose of the proposed organization and listing all required signatures.
2. Obtain an advisor, with the assistance of the Director of Campus Activities, and have the advisor sign the New Club Contract form. Students may choose any permanent Ohlone College faculty/staff member to serve as their advisor.
3. After receiving and approving the New Club Contract form, the group will have another 20 academic day period within which to submit a constitution to Campus Activities. At the end of that 20 academic-day period, new clubs will also be expected to have their monthly report ready for the ICC meeting..
4. Once the New Club Contract form is approved by ICC, the club may participate as a full member of the ICC.
5. Advisors are to be consulted on the activities of the group and shall attend all meetings and excursions. Their approval is necessary before any event may be scheduled.

- Section 2. In order for a club to be recognized as an official and active club at Ohlone College, that club must file a Recharter/Contract Form with Campus Activities by May 1.

Should a club miss filing their Recharter/Contract Form, they can submit to ICC a New Club Contract Form at the beginning of the fall semester. It will be at the discretion of the official ICC members' majority vote to accept or reject the New Club Contract form.

## ARTICLE VIII: PARLIAMENTARY PROCEDURES

- Section 1. Robert's Rules of Order, latest edition, shall serve as a guide for the conduct of ICC meetings and general assemblies.

## ARTICLE IX: AMENDMENTS

Section 1. Amendments to this constitution may be proposed by a majority vote of the ICC. Approval shall require a two-thirds affirmative vote of the ICC.

## ARTICLE X: RATIFICATION

Section 1. Ratification of this constitution shall require a majority affirmative vote of Student Legislative Council.

Approved by ICC Council May 7, 2002  
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