ASSOCIATED STUDENTS OF OHLONE COLLEGE

ASOC Motto
“We serve students first: advocating for their true needs, wants, and concerns.”

— THE FOLLOWING ARE THE GOVERNING RULES OF THE ASOC —
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Article I: General Provisions
   Section 1: Purpose
   The purpose of the ASOC ICC is to combine the diverse perspectives of students across our school’s student organizations into a single legislative body so to advocate for, address, and produce solutions to the needs, wants, and concerns of the students in the Ohlone Community, specifically in regards to club and student organization related items.

Section 2: ICC Authority
   Section 2.1: The ICC is the lower chamber of the ASOC Legislature. All items of the ICC may be overruled by the ASOC Senate, unless explicitly otherwise stated. As a part of the ASOC Legislature, ICC will abide by the ASOC Constitution and rest of the ASOC Bylaws.
   Section 2.2: The ICC holds one of the three means of placing an item on the Senate Agenda (The other two being the ASOC President placing an item on agenda, or the Senate amending the agenda). If ICC votes in favor of an item to be placed on the Senate floor, the Senate shall observe the item at the next ASOC Senate meeting.
   Section 2.3: The ASOC Senate relinquishes control over the creation and recognition of official ASOC Clubs. ICC shall be the final decider on such matters.
   Section 2.4: ICC may create and enact policies that govern ICC member clubs.
      Section 2.4.1: The ASOC Senate retains the right to overrule such policies if a majority vote calls for it.
   Section 2.5: The ICC may create proclamation resolutions as they see fit.
      Section 2.5.1: These resolutions will only be representative of the ASOC ICC body, not of the ASOC Student Government as a whole.
   Section 2.6: The ICC may vote in their own Faculty Advisors for both the ICC and any ICC Committees. See ASOC Bylaws, Advisor Addendum, Article 2, Section 3.

Section 3: ICC as apart of ASOC
   Section 3.1: ICC is the lower chamber of the ASOC Legislature. ICC may produce legislation and place it on the ASOC Senate Agenda if approved in the ICC. The ASOC Senate may then approve or deny said legislation.
      Section 3.1.1: ICC shall use ASO Bill format, as observed in the ASO Bills Addendum.

Article II: ICC Composition
   Section 1: ICC Chair
      Section 1.1: The ICC chair shall chair all ICC meetings, and sit on the ASOC Executive Council. See ASOC Bylaws Executive Council Addendum, Article 2, Section 3.10.
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Section 2: ICC Vice-Chair

Section 2.1: ICC at the start of each semester will elect a Vice-Chair of the ICC. Each
delegate will be given a single vote, and whoever holds the majority of votes will be ICC
Vice Chair. ICC Vice-Chair does not necessarily need to be an ICC delegate if they are
also to be secretary.

Section 2.2: If ICC Chair is absent, ICC Vice Chair will chair the meeting.

Section 2.3: If ICC Chair resigns, ICC vice chair will not necessarily become ICC chair.
The ASOC Senate will either hold the authority to appoint the new ICC Chair or use the
ASOC line of succession to choose the next chair as they are a voting member of the
Executive Council and the Senate.

Section 2.4: It is suggested that the ICC Vice Chair also serve as ICC Secretary.

Section 3: ICC Secretary

Section 3.1: ICC Secretary shall take the minutes of all ICC meetings.

Section 3.2: ICC Secretary may be the same secretary as the Senate or Executive Council
or both.

Section 3.3: ICC Secretary’s stipend will reflect that as found in ASOC Bylaws Finance
Addendum, Article 7, Section 2.

Section 3.4: Selection of the ICC secretary is to the ICC chair’s discretion. The ICC
Chair may remove the ICC Secretary at any time for the inability to fulfill the role so to
find someone who can.

Section 4: ICC Advisor

Section 4.1: ICC may appoint their own advisor from the Ohlone Faculty or staff.

Section 4.2: ICC advisor will abide by the ASOC Bylaws Advisor Addendum.

Section 5: ICC Delegates

Section 5.1: ICC Delegates will abide by the ASOC Bylaws.

Section 5.2: Each ICC recognized Club will be permitted one Delegate in the interclub
council.

Section 5.3: Each ICC Delegate shall be given a vote on all ICC voting matters.

Section 5.4: ICC Delegates may make motions, seconds, and all other rights of full
members of the voting body.

Section 5.5: ICC Delegates may participate as ASOC’s shared governance representative
if they so wish. However, they must report to the ASOC Senate after each shared
governance meeting, as well as go under Senate training on purpose of Shared
Governance.

Section 5.5.1: Senators will be given priority to the ASOC Seat on shared
Governance meetings.

Section 5.6: ICC delegates are both allowed to and encouraged to join the Student
Administration.

Section 5.7: ICC clubs may have alternating delegates to fit schedules.
Article III: ICC Orientation, & Training

Section 1: Purpose

Section 1.1: The purpose of training ICC Delegates is to ensure that all clubs and student constituencies at Ohlone have adequately well-informed representation in the legislature, as well as a proper understanding of professional meeting procedures to keep meetings functioning smoothly.

Section 2: ICC Delegate Orientation Training

Section 2.1: Delegate Orientation training is up to the ICC chair to coordinate. Delegate Orientation shall be in the first month of ICC’s session of each semester. Some potential items to be covered in ICC training include,

1. Parliamentary Procedure
2. Brown Act
3. ICC Rules & ASOC Bylaws
4. How to create an ASOC Bill
5. ICC Funding Requests
6. ASOC Funding Requests
7. How to create a high functioning event
8. How to run a high functioning club.

Section 3: ASOC Club President Workshop

ASOC’s Executive council may choose to create a Club President training workshop to help club presidents know the resources made available to them, and any potential information that could be beneficial to their club in the coming year. Some topics may include;

1. How to create/advertise events
2. How to build a club website
3. How to create club bylaws
4. How to gain more members
5. How to find an advisor

Article IV: ICC Meetings

Section 1: Purpose

Section 1.1: The purpose of ICC meetings is to bring together the representatives of all recognized Ohlone Clubs in the view of the public so as to accurately produce solutions
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to the needs, wants, and concerns of Ohlone Students, specifically in relation to clubs and on campus student groups.

Section 1.2: Some of the items ICC may take action on in these meetings include the following:
1. Approve new ICC recognized Club
2. Approve ICC Funds
3. Approve ICC ASO Bill to be moved to Senate Floor
4. Approve ICC Policies
5. Approve ICC Proclamations and Resolutions

Section 2: Procedures
Section 1.1: All ICC meetings must abide by Roberts Rules
Section 1.2: All ICC meetings must abide by Brown Act
Section 1.3: All ICC meetings must abide by College Policy
Section 1.4: All ICC meetings must abide by ASOC Constitution, Policies and Bylaws

Section 3: ICC Guest Presenters/Workshops
Section 3.1: The ICC is a governing body, and will observe the same rights in regards to the Guest Presenters as the ASOC Senate. See Senate Addendum Article 6, Section 4.

Article V: Club Absences & Removal
Section 1: Inactivity Policy
Section 1.1: If a club’s delegate misses 2 consecutive meetings, the club will be up for removal if their delegates miss a 3rd. ICC chair shall email the club president if this occurs. Upon the third missed ICC meeting, the club will cease to be recognized as an Ohlone Student Organization.
Section 1.2: If the club is removed due to absences, they will have until the next ICC meeting to file a recharter form. At which point, at the next ICC meeting, ICC delegates will vote to either re-approve the club, or decline their admittance to the ICC.
Section 1.3: If the club has been deactivated due to missing 3 ICC meetings in a row, and either did not submit the recharter form or were not approved to re-enter, then club members hold the following options.
Section 1.3.1: Former Club may submit a new club form and attempt to create the club again.
Section 1.3.2: Former Club may form an Unincorporated Student Organization.
Section 1.3.3: Club may dissipate or merge its members with a similar club.

Section 2: Club Reactivation Policy
Section 2.1: Clubs that have gone inactive for a period of time may be reactivated via the ICC Recharter form.
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Section 3: Club Removal Process
Section 3.1: If a club has severely violated ASOC bylaws, College Policy, or has been deemed highly disruptive, the ICC may take the following actions.

Section 3.1.1: Vote to expel ICC Delegate members; such should be amended to the agenda at the start of the meeting, and requires a majority vote.

Section 3.1.2: Vote to expel ICC Club; such should be amended to the agenda at the start of the meeting, and requires a 2/3rds majority vote.

Article VI: Club Creation & Dissolvement
Section 1: To create a club, members must fill out a ‘New Club Request’ form.

Section 2: If a club is to be dissolved, all of its funds that are not spent on club activities may be either donated or returned to the ICC account. Funds may not go to individual members of the club.

Article VII: ICC Committees
Section 1: Ad-hoc
If the ICC wishes, they may vote to form an Ad-Hoc committee to create a Bill, plan an event, address a subject, or other.

Article VIII: Unincorporated Student Organizations
Section 1: Purpose
Ohlone is a place for student societies of any kind to form. Many of these groups may not conform to the style of ICC or ASOC, but should not be excluded from the Ohlone Student Body. ASOC extends these groups the status of Unincorporated Student Organizations.

Section 2: Process of becoming Unincorporated Student Organization
Section 2.1: Any group on campus that forms informally shall be considered an Unincorporated Student Organization.

Section 2.2: Any group of students may submit a written form of their group's creation to the ASOC president who will bring it forward at the next ASOC meeting. If the ASOC Senate approves the group for advertising, their group may be listed on the ASOC Website as well as with club advertisements.

Section 3: Parameters
Section 3.1: Unincorporated Student Organizations cannot vote at ICC meetings, nor will they have a delegate.
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Section 3.2: Unincorporated Student Organizations will not have access to the same funding system as ICC clubs.

Section 3.3: If Unincorporated Student Organizations have a project idea that requires funding, they may create a Bill and submit it to the ASOC to be funded if they can find a Senator to bring it to the Senate floor.

Section 3.3: USO’s must have a faculty member with them at all times when using classroom facilities. USO’s may not reserve or be in any college rooms unless a faculty member does so for them and is with them.

Section 3.4: USOs may not be:

1. In violation of school policy
2. In violation of State or US Law

Article IX: Supplemental Document List
1. New Club Request
2. Recharter Form
3. Money Request
4. ASOC Meeting Procedure
5. USO Advertising Form
6. New Club Guidelines
7. Voluntary Activity Waiver (USO)
8. Acknowledgement and Assumption of Potential Risk
9. Field Trip Excursion Notice
10. Voluntary Transportation Agreement
11. Conference Attendance/ College Attendance Visitation agreement