

Gavilan College
Inter-Club Council
Constitution

ARTICLE I

Name

Section A: The name of the organization shall be the "Inter-Club Council," also referred to as the ICC

ARTICLE II

PURPOSE

Section A: The purpose of ICC is to:

1. Provide opportunities for campus clubs to exchange ideas, knowledge, and experience with one another.
2. Provide assistance and support to clubs in the planning and implementation of on-campus activities
3. Provide information, orientations, and workshops for clubs in the areas of communications, leadership, and publicity.
4. Promote all aspects of clubs to the Gavilan College community

ARTICLE III

Responsibilities

Section A: The responsibilities of the ICC are:

1. To grant ICC membership to all active clubs
2. To make recommendations to the Associated Student Body (ASB) regarding the approval of all new campus clubs and make recommendations regarding annual individual club donations
3. To hold semi-annual Club Days and other activities as needed.
4. To develop an annual ICC budget and determine the appropriate allocation of funds from the ICC general fund.

ARTICLE IV Membership

1. ICC membership shall be limited to all representatives of active Gavilan College clubs and their advisors.
2. Each active Gavilan College club shall be granted one vote in ICC decision-making processes.
3. ICC officers shall be elected based upon volunteers by the ICC membership with the exception of the chair, which is voted in by ASB elections in the spring.
4. Volunteers or nominations for officer positions will take place during the last ICC meeting of the semester while the nominations/volunteers will be voted in during the first ICC meeting of the following semester.

Article V Rules and Procedures

1. ICC will adhere to the ICC Bylaws established by the voting members of the ICC. Such bylaws must be consistent with the established constitution and bylaws of the Associated Student Body.
2. Bylaws must be enacted, rescinded, or amended by a two-thirds (2/3) favorable majority of the ICC membership.
3. Adoption of changes to the ICC Constitution or bylaws will become effective immediately following the two-thirds (2/3) favorable majority vote of the ICC, unless the changes conflict with the ICC or ASB Constitution and/or state and local laws.

Article VI Officers

Section A: The officers of the ICC shall consist of:

1. Chairperson, who shall be the elected ASB Vice President of Student Clubs
2. Vice Chairperson of Finance

3. Vice Chairperson of Records

Section B: The duties of the ICC Chairperson shall be:

1. To preside over all ICC meetings
2. To represent the ICC to ASGC
3. To serve as the official spokesperson of the ICC
4. To ensure that equal opportunity is provided for all clubs
5. To develop, post, and distribute the agenda for each ICC meeting
6. Coordinate with the Public Information Office and ASGC Vice President of Community and Outreach on promotional material such as fliers.
7. Coordinate publicity with the Public Information Office via Gavilan Announcement, posters, etc.
8. Communicate with the campus community regarding events and activities run by ICC, and by request Clubs.

Section C: The duties of the ICC Vice-Chairperson of Finance shall be:

1. To Preside over meetings in the absence of the Chairperson
2. To maintain accurate records of all ICC finances
3. To report the state of the ICC account at each meeting
4. To arrange for the purchase of rental of items or equipment approved by the ICC and for use by the entire group

Section D: The duties of the Vice-Chairperson of Records shall be:

1. Preside over meetings in the absence of the Vice-Chairperson of Finance
2. To be responsible for the preparation, distribution, and maintenance of accurate minutes and records of official meetings
3. To maintain a current quorum count and list of active clubs
4. Call roll at the beginning of each ICC meeting, indicating clubs present, late and absent

Last Ratified November 5, 2024