

# Inter Club Council Constitution

## Article I.Name

Article I.01 The name of this organization is the Inter Club Council (ICC).

## Article II.Purpose

Article II.01 The purpose of the ICC is to serve as a central force bringing together all of the student organizations for resource appropriation, advocacy, and networking. The ICC is here to support MPC Student Organizations.

Article II.02 The ICC distributes funds given to it by ASMPC among recognized student organizations. These funds shall be used to support activities for club members, club fundraising, free activities for the MPC community and to purchase equipment and supplies for use by clubs.

## Article III.Leadership

Article III.01 Elected officers shall be: Treasurer and Communications Officer. Non elected officers provided by ASMPC shall be: Chair and Secretary. The duties and powers of the officers shall be as follows:

(a) Chair (ASMPC Director of Student Organizations):

*(i) Preside at all ICC meetings*

*(ii) Vote on ICC proposals in the case of ties*

*(iii) Shall announce vacancies of Officer position*

*(iv) Nominate candidates for offices in case of vacancies*

*(v) Sign the authorization of funds from proposals*

*(vi) Interpret and enforce all funding guidelines*

*(vii) Appoint and dissolve committees with approval of the ICC*

*(viii) Propose interpretations of the Constitution*

- a. Final interpretations of the Constitution & Bylaws will be given by the Justice Department
- (ix) *Make the agenda for all ICC meeting and post the agenda 72 hours in advance*
- (b) Treasurer:
  - (i) *Review all funds dispersed and deposited into the ICC account*
  - (ii) *Maintain accurate and complete records of all financial dealings of ICC*
  - (iii) *Provide weekly treasurer report at ICC meeting including records of funds given to individual student organizations*
  - (iv) *Preside at ICC meetings in the absence of the Chair*
  - (v) *Work with the ICC Advisor in processing funding paperwork*
  - (vi) *Review budget proposals for accuracy, prior presentation of proposal*
  - (vii) *Perform the duties as assigned by the ICC Chair*
- (c) Communications Officer:
  - (i) *Assist student organizations with locations and the utilization of both internal and external support, resources, and ICC equipment*
  - (ii) *Update and maintain the ICC website and brochures, and storage facility.*
  - (iii) *Update and maintain current ICC forms needed by student organizations for events and/or funding*
  - (iv) *Perform other duties assigned by the ICC Chair*
- (d) Secretary (to be provided by ASMP):
  - (i) *Take minutes at the ICC meetings*
  - (ii) *Take attendance and keep track of club attendance over the semester*
  - (iii) *Type and distribute ICC meeting minutes*
  - (iv) *Maintain permanent records for the ICC*
  - (v) *Perform other duties as required by the ICC Chair*

Article III.02 The ICC advisor shall be a staff member of the Student Activities Office, but will have no authority over the ICC.

## Article IV.Membership

Article IV.01 Membership shall be afforded to all recognized student organizations, as well as any who would create a new organization, providing they are in accordance with the ICC Constitution and Bylaws and file appropriate paperwork.

Article IV.02 To be recognized by the ICC, a prospective organization, and current organizations must have a membership of at least six currently registered MPC students and file the following forms:

- (a) "Club Activation" form for activation or reactivation
- (b) Club Constitution
- (c) Current list of club officers

Article IV.03 Criteria for recognized clubs

(a) Newly Activated Clubs

*(i) Upon activation, the new club will enter a four week probationary period. ICC meeting attendance is mandatory during this period. The club shall:*

- 1) Week 1 – Attend without voting privileges, in order to observe and become familiar with the process
- 2) Week 2 – Attend, with full voting privileges granted
- 3) Week 3 – May submit a funding proposal
- 4) Week 4 – Funding may be granted, probationary status is lifted, and the club is fully recognized

*(ii) Newly recognized clubs must then meet criteria Current Clubs*

(b) Current Clubs

*(i) All continuing clubs must reactivate using the "Club Activation" form at the beginning of every academic year*

*(ii) Clubs must have attended at least two meetings per month of the current semester's ICC meetings, or if a newly activated club, two meetings per month since club activation.*

## Article V.Selection of Elected Officers

Article V.01 All officers must be currently registered MPC Students with cumulative GPA of

2.0 or better.

Article V.02 The Terms of the Treasurer and Communication Office shall be one semester.

Article V.03 Elections will take place one meeting prior to the last meeting of each semester for the Treasurer and Communications Officer. The Officers' terms of office are to be held the following semester.

Article V.04 In the case of an officer vacancy, the chair will nominate a candidate to be approved by a two thirds (2/3) majority vote of the ICC.

Article V.05 Each Student Organization with a voting membership in attendance at the election meeting shall be accorded one vote per office.

Article V.06 A two thirds (2/3) vote will constitute an officer election assuming quorum.

#### Article VI.Meetings

Article VI.01 Meetings will take place weekly on Tuesday afternoons at 4:10 PM in the Costanoan Lounge located in the College Center.

Article VI.02 On third (1/3) representation of the voting membership of ICC shall constitute a quorum.

Article VI.03 One (1) person may represent one (1) Student Organization at a meeting for the purposes of voting.

Article VI.04 ICC officers shall be allowed the same voting and attendance privileges as the general membership.

Article VI.05 Meeting will be held according to Robert's Rules of Order.

Article VI.06 Anyone who is more than ten minutes late to the meeting will be marked absent and may not vote but will still be allowed to present a proposal if needed.

#### Article VII.Voting

Article VII.01 Each Student Organization with a voting membership may have only one vote.

Article VII.02 Definitions of voting terms:

- (a) Yes- those in favor of a motion
- (b) No- those opposed of a motion

(c) Abstentions- those not voting on a motion

Article VII.03 The Chair can vote only to break a tie.

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#### Article VIII. Amending and Ratifying the Constitution

##### Article VIII.01 Amending the Constitution

- (a) Changes to the Constitution must be finalized at one meeting and voted on at the next meeting.
- (b) If more changes are proposed at the meeting where the vote is to take place then the vote must be postponed until the next meeting.
- (c) Amendments to the Constitution shall become effective immediately upon a two thirds (2/3) majority vote of the ICC and a simple Majority vote of the ASMPC Justice Department.
- (d) The ICC Constitution must be in agreement with the ASMPC Constitution.

##### Article VIII.02 Ratifying the Constitution

- (a) The Constitution shall become effective immediately upon a two thirds (2/3) majority vote of the ICC and a simple majority vote of the ASMPC Senate.