



HOW TO REACTIVATE AN E.C.C. CLUB

Which Existing E.C.C. Clubs May be Reactivated?

A club may be reactivate if:

- The club's charter is in good standing and has not been revoked by the Inter-Club Council
- The club's purpose has not changed
- The club is composed of ten or more registered ECC students.
- The club has at least one ECC faculty adviser (it is advisable to contact the past adviser, but not mandatory that the adviser be the same person)
- The club members adhere to the club's existing constitution
- Any revisions to the club's constitution must be done in accordance with provisions in the club's existing constitution.
- A current copy of the club's constitution is filed in the Student Development Office.

Procedures for Reactivating an Existing Club

Those students wishing to reactivate the club should follow these procedures:

1. **Submit a "Notice to Reactivate a Club" containing the signatures of ten club members and the club's faculty adviser(s) to the ICC Adviser in the Student Development Office. A copy of the club's existing constitution must be attached to the petition.** Upon verification of the 10 ECC student members, the ICC Review Board Commissioner will report the club's activation to the Inter-Club Council and file the petition and constitution in the Student Development Office.
2. Submit a Calendar Date Requisition at the Student Development office to schedule a meeting room on campus. Officer elections should take place at the first or second meeting of the club.
3. After officer elections, complete and file an "Officers and Advisers Information Sheet" with the I.C.C. Adviser in the Student Development Office. This information sheet should be submitted each semester that the club is active.

Need Assistance?

Please contact one of the following persons if you have questions regarding the club reactivation process:

1. I.C.C. Review Board Commissioner – mailbox and office in the Activities Center
2. I.C.C. President – mailbox and office in the Activities Center
3. I.C.C. Adviser – office in the Activities Center (Student Development)
phone: (310) 660-3593 ext. 3500

Due Date: 03/14/2014

What is a Club?

Clubs may be formed to develop awareness of culture, expand students' interests, create a social outlet, and/or provide service to the campus and community. Free association and the right to organize are the key ingredients to productive campus clubs.

El Camino College has sanctioned student organizations to function on campus through the guidelines developed in Board Policy 5401. The Inter-Club Council (I.C.C.) is the body that has been authorized to charter new clubs as well as revoke the charters of existing clubs. A student organization will be recognized if they meet the following requirements:

1. Are composed of ten or more registered ECC students.
2. Have a faculty adviser who shall attend all club meetings, activities and trips scheduled on-campus or off-campus.
3. Hold all meetings at the College during the regular school day.
4. Use a democratic plan for the selection of members without regard for race, religion, sex, or national origin.
5. Have been duly chartered by the Inter-Club Council.
6. Have a current written constitution on file in the Student Development Office.

The advantages of becoming a sanctioned campus club are that the organization may:

- Use the name of the College as part of the organization's name
- Schedule campus facilities
- Recruit students on campus
- Advertise meetings and events at campus posting locations
- Take advantage of campus services
- Request funding from campus entities such as the Inter-Club Council

Active Clubs

An active club is defined in the I.C.C. Constitution as a club that has had one or more volunteers participating in twenty percent of all I.C.C. activities, functions, and committees of the previous semester.

Each club is required to:

- File a "Club Officers and Advisers Information Sheet" each semester
- Have a representative attend at least 70% I.C.C. meetings per semester.
- Abide by federal, state and local laws including the California Education Code, ECC Board Policies and the ECC Inter-Club Council Constitution.

Due Date: 03/14/2014

El Camino College Inter-Club Council
NOTICE TO REACTIVATE AN E.C.C. CLUB

NAME OF CLUB: _____

THIS CLUB WAS ORIGINALLY APPROVED BY I.C.C. ON: _____ (EXISTING CLUB CONSTITUTION IS ATTACHED)

| NAMES & SIGNATURES OF 10 ECC STUDENTS WHO AGREE TO BE MEMBERS OF THE CLUB AND ABIDE BY THE CLUB'S CONSTITUTION (ATTACHED). | | ECC STUDENT I.D. # |
|--|--|--------------------|
| PRINT NAME: _____ signature: _____ | | |
| PRINT NAME: _____ signature: _____ | | |
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| OFFICE VERIFICATION OF STUDENT |
|---|
| (Office Use only) Units verified _____ ASB verified _____ |
| (Office Use only) Units verified _____ ASB verified _____ |
| (Office Use only) Units verified _____ ASB verified _____ |
| (Office Use only) Units verified _____ ASB verified _____ |
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| (Office Use only) Units verified _____ ASB verified _____ |

NAME OF STUDENT INITIATING THIS NOTICE: _____ PHONE: _____

E-MAIL ADDRESS: _____

CLUB FACULTY ADVISER'S NAME: _____ SIGNATURE* _____

CLUB FACULTY ADVISER'S NAME: _____ SIGNATURE* _____

*Your signature indicates you will attend all club meetings and accept all the responsibilities of a club faculty adviser.
Contact the I.C.C. Adviser in the Student Development Office to obtain more information.

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| THIS SECTION FOR OFFICE USE ONLY Date Received: _____ Copy to ICC Review Board Chair: _____ President _____ ICC Adviser _____ |
| SDO VERIFICATION – 10 student Members: _____ CLUB ORIGINALLY APPROVED BY I.C.C. ON: _____ |
| REACTIVATION NOTICE TO ICC ON: _____ ICC ADVISER VERIFICATION: _____ |
| (This Notice and the club's constitution will be kept on file in the Student Development Office) |

