



INTER CLUB COUNCIL

Steps

ICC/Clubs

Enroll for classes and get your OwlCard Student ID & *Beyond the Classroom Calendar & Planner* in the ASFC Smart Shop, Campus Center (Room 2016), and see if there is a club you want to activate, reactivate or join. For assistance in determining your club's status and for answers about the club activation process, contact Student Activities Specialist Erin Ortiz at OrtizErin@foothill.edu. You can also review the active club list at orgsync.com. Additional club listings are available at foothill.edu/campuslife/club.php. To activate or reactivate a club complete the below steps:

1. Complete and submit the online Activation/Reactivation Form from your portal's OrgSync tab.
2. Obtain the valid student ID#s and contact information of five preliminary members.
3. Ask a faculty/staff advisor to agree to be on campus for official club meetings and to attend club events, to also be responsible for overseeing your club budget, and ask to get her/him to approve your Activation/Reactivation Form at OrgSync.com by 2 p.m. on any Monday during the first five weeks of the quarter.
4. Appoint a club ICC representative who will be responsible for attending weekly ICC meetings, Tuesdays at 2 p.m. in the Campus Center Toyon Room (Room 2020).
5. Be certain that your club's ICC representative attends the ICC meeting to ensure that the ICC organization votes for your club's official activation/reactivation. Then, their weekly leadership role is to be the paperwork processor and presenter and give weekly reports to and from your club.

More Info.:

Visit: foothill.edu/campuslife/club & orgsync.com

Call: (650) 940-7060

Click: ortizerin@foothill.edu

