



*Inter Club  
Council*

**ICC Club  
Government**

**5 Steps to  
Success**

**Visit our quarterly showcase of our clubs during Club Day held on Wednesday and Thursday of the second week, from 12-1 p.m.**

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| <b>Card</b>     | 1. Obtain your OwlCard Student ID at the ASFC Smart Shop, Campus Center, Room 2016.   |
| <b>Research</b> | 2. If there is a club you want to activate, reactivate or join, go next door to the ASFC/ICC Office in the Campus Center, Room 2011 or the Student Activities Office, Room 2009, to get the Active Club List and view club files and accounts.  |
| <b>Activate</b> | 3. Complete the Activation/Reactivation Form found in the ICC Handbook after obtaining signatures of five preliminary members. Recruit a faculty/staff member to be an advisor. They would need to agree to attend official club meetings, club events, and be responsible for signing off on budget and paperwork items.   |
| <b>Recruit</b>  | 4. Appoint a representative who will be the responsible student leader who will attend weekly ICC meetings, Tuesdays 3 p.m. in the Campus Center, Toyon Room, Room 2020. The representative's weekly leadership role is to be the public relations representative, to process and present activity and funding paperwork, and to give weekly reports to and from the club.  |
| <b>Lead</b>     | 5. Join our Service Leadership Course SOSC79 - Intro to Community/ Civic Engagement. During the last half of the class at 3 p.m., student leadership meetings occur, including the ICC meeting. Learn, practice, and enhance marketable power skills such as speech communication, budgeting, time management, event coordinating, business practices, politicking, public relations, troubleshooting, and much more. Add your leadership service to your resume and college applications |

**More Info.:** (650) 940-7060  
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Campus Center, Room 2008