

## Clubs Update – August 2022

Dear Club Officers & Advisors,

Welcome back! We are excited to see the return of more students on campus this semester and look forward to all of the club activity that will be happening over the next year. As we gear up for the fall semester, we wanted to provide some important information and dates for ICC to you. Please feel free to share this with anyone in your club who may need to be aware of the information.

### Cougar Fest (August 29<sup>th</sup> & September 1<sup>st</sup>):

Cougar Fest will provide an opportunity for clubs to let students know about their organization, upcoming meetings & activities, and to recruit students. All clubs are highly encouraged to participate in both events. To participate in Cougar Fest, please fill out the [RSVP form](#) by **Wednesday, 8/24/22 by 5pm.**

Clubs that RSVP will be provided with a table and 2 chairs. Clubs should plan on bringing any promotional materials, info. flyers, membership sign-up sheets, and their own tablecloth, etc.. Clubs may also stop by the Campus Life & Student Engagement Office (STCN-102) the week prior if they would like to make a banner for their table (poster paper and paint are available). Clubs attending Cougar Fest will be awarded ICC points for each day of participation (see below).

Cougar Fest will be held during the second week of the fall semester at both campuses:

**\* Valencia Campus – Monday, August 29<sup>th</sup> @10-1pm in the Student Center**

Clubs participating at the Valencia campus Cougar Fest are eligible to earn 20 ICC points

**\*Canyon Country Campus – Thursday, September 1<sup>st</sup> @9-1pm at the Science Center**

Clubs participating at the Canyon Country campus Cougar Fest are eligible to earn 30 ICC points

### ICC Meetings:

ICC meetings will be held once a month and in person for the fall semester and will be located in STCN-129. ICC Representatives must attend at least 2 meetings in the Fall 2022 semester to remain in good standing. If an ICC Representative is unable to attend a meeting, efforts should be made to have another club member attend the meeting if possible.

The dates of the ICC meetings will be:

**\*Monday, September 26, 2022 @2pm**

**\*Monday, October 24, 2022 @2pm**

**\*Monday, November 28, 2022 @2pm**

Don't forget that clubs can also earn 10 ICC points for each ICC meeting they attend.

## Chartering Forms:

In order to remain active for the 2022-2023 year, clubs must submit all chartering forms by **Monday, November 21, 2022**. These forms include:

1. [Club Information Form](#)
2. Membership Form (you may upload your membership roster in the Club Information Form)
3. [Advisor Agreement Form](#)
4. [Club Constitution](#) (you may also upload a copy of your club's constitution in the Club Information Form)
  - a. Club Constitution Guide – this link provides a guide on how to write your club constitution along with the mandatory language that must be included in your club constitution

## Earning ICC Points:

Clubs are able to earn ICC Incentive Points during the year through active participation in various activities including hosting club meetings, attending ICC meetings, participating in ASG events. Clubs can earn several point rewards including movie tickets, a pizza party, and eligibility to apply for funding from ASG. All clubs start with 0 points beginning on July 1<sup>st</sup> of each year. More information about the ICC Points Program can be found [here](#).

## Campus Clubs/Alliance Promotion Newsletter:

Campus Life & Student Engagement sends out weekly newsletters to all students about campus club and alliance activities. If you are interested in highlighting your club/alliance and would like to share information about upcoming meetings & events, please fill out the [Campus Club/Alliance Promotion Request Form](#) to be included in the weekly newsletter.

## Social Media Spotlight Form:

If you would like to have your club be spotlighted on ASG's social media, please fill out the [Social Media Spotlight Form](#). We are limiting regular meeting posts to once a month. If you have a special event, we can post it the week of the event. Please note that requests must be made at least 3 business days prior to the event.

## Get added to the ICC Calendar:

The ICC calendar is a resource for you to see when ASG events and ICC meetings occur. If you would like to promote your club meetings on this calendar, please email [asg\\_pres@canyons.edu](mailto:asg_pres@canyons.edu) at least 3 business days before your meeting. The email will need to include your club meeting's agenda and club meeting information (day, time, location).

## [Need assistance?](#)

If you have any questions or need club assistance, there are several resources available:

1. **Clubs & Organizations [website](#)**

**2. Campus Life & Student Engagement:**

Located in the Student Center, room 102 (across from the Bookstore)

Hours: M-Th (9-6pm) & F (9-1pm)

Phone: (661) 362-3238

Email: [campus.life@canyons.edu](mailto:campus.life@canyons.edu)

**3. ASG President – Collin Shneour**

Phone: (661) 362-3257

Email: [asg\\_pres@canyons.edu](mailto:asg_pres@canyons.edu)

Good luck on the upcoming semester! We look forward to working with each of your clubs over the next year!