

BYLAWS

INTER-CLUB COUNCIL

Los Angeles Valley College

ARTICLE I - DUTIES OF OFFICERS

The duties and powers, whether expressed or implied, are stated in Article II of the Inter-Club Council Constitution:

The ICC Chair shall:

1. Be the ASU Vice-President.
2. Preside over all ICC meetings.
3. Serve as a liaison representing the ICC with the Executive Council.

The ICC Senate Representative shall:

1. Serve as Chair of the ICC in the absence of the ASU Vice-President.
2. Serve as a liaison representing the ICC with the Executive Council.

ARTICLE II - MEMBERSHIP

SECTION 1: MEMBERSHIP

Each club holding membership in the ICC shall appoint or elect an ICC delegate. The alternative ICC delegate must be a club officer. No club may be represented by more than one official delegate in the ICC or on any committee.

1A) Each delegate of the ICC shall have one vote in ICC business. The alternate ICC delegate may vote only in the absence of the ICC delegate.

SECTION 2: TERM

Appointed and elected Executive Council Board Members cannot hold the following positions in a club: President, Vice President, and ICC Representative. No person shall serve on both the Executive Council and the ICC except for the Executive Council Vice-President and the ICC Senate Representative.

SECTION 3: DISCIPLINE COMMITTEE

There shall be an ICC Discipline Committee consisting of five members: two of whom shall be the ASU Vice-President and the ICC Senate Representative (nonvoting); and three club ICC Representatives appointed from and by the ICC.

3A) It shall be the duty of the ICC Discipline Committee to investigate all questions dealing with the rights of member clubs; to protect the autonomy of each member club; and, in general, to exercise the supervision over all activities not otherwise specified which concern the relations of the ICC to its members.

ARTICLE III – CLUB CHARTERING PROCEDURES

SECTION 1: CLUB CHARTERING APPLICATION

The applicant group shall complete the online chartering application in which shall include:

1. Name of the club.
2. The purpose of the club; i.e., service to students or the college community. The purpose of the club must be educational and contribute to the community. Sororities and fraternities are not permitted.
3. Names, student email address, and phone numbers of the Club Officers and members.
4. The time and place of regular meetings.
5. A copy of the prospective club's constitution, Club Advisor Acknowledgement Form, and Business Office Card.

1A) After the application has been reviewed, the ICC Chair shall place it on the agenda for the next ICC meeting. Approval of the club charter shall be by majority vote (50% plus 1) of the Inter-Club Council.

1B) A group may function on a provisional basis during the interim period until its formal approval. The representative of the pending club must identify themselves at the beginning of the meeting, has no vote, and may sit at the end of the table if space is available.

1C) Attendance of all ICC meetings is required of each club.

1D) Upon successful chartering, a club should establish an account with the Business Office bearing the signatures of the club Treasurer, club President, club Advisor and dean. The club may then initiate any fundraising activities by filing proper forms provided at the Office of Student Life. Any funds raised must be deposited with the Business Office within two business days of the fundraising event. All club sponsored events must be attended by the club advisor (per Administrative Procedure 5420).

ARTICLE IV - SUSPENSIONS

SECTION 1: REASONS FOR SUSPENSIONS

1A) Failure to attend scheduled ICC meetings may result in suspension. Accumulating more than **two (2) unexcused absences** over the course of the academic year (Fall and Spring semesters combined) will be considered grounds for suspension. Each club is allowed one (1) excused absence per semester, which must be recorded with prior notice to the ICC Chair by the club delegate, and the club will not be penalized. The excused absences will not be counted as absent, nor present for the meeting. The ASU Secretary will maintain attendance records and report them to the ICC Chair for enforcement of this policy.

1B) Attending less than 50% of a meeting will be counted as an excused absence.

1C) Willful violation of the rules which govern student organizations (included ASU and ICC Constitutions and Bylaws, California Education Code, District Board Rules, Administrative Regulations, and the Brown Act.)

SECTION 2: PROCEDURE FOR SUSPENSION

Any club members can recommend suspension of a club to the ICC Chair via email with the proof.

The ICC Chair shall weigh and report violations to the ICC Discipline Committee. The ICC Discipline Committee shall investigate the complaint and make a decision. Notice of any disciplinary decisions by the ICC Discipline Committee must be sent to the Club President and Club Advisor.

2A) If the ICC Discipline Committee suspends a club, the club in question has 5 business days to request a hearing as outlined in ARTICLE VI in the ICC Bylaws.

2B) After said hearing in which discipline is deemed appropriate, the Council's decision is final. This must be approved by a two-thirds (2/3) vote of the ICC membership. After the decision is made, no further appeal or hearing is accepted.

SECTION 3: EFFECT AND DURATION OF SUSPENSION

Upon suspension of a club's Charter of Operation, said club shall cease to function for the period of the suspension. Notice of said suspension will be sent to Club officers, the Club Advisor, and Dean of Student Life.

During the period of suspension, the affected club shall not be able to use any college facilities, shall not collect any dues, shall not disburse funds, and shall not participate in any campus activities as a club.

ARTICLE V - REVOCATION OF CHARTER

SECTION 1:

The refusal of the club to abide by the regulations of the ICC and the rules and procedures stated herein are grounds for charter revocation (ICC Bylaws, Article IV, Section 1).

SECTION 2:

The procedures listed in Article IV, Section 2 shall apply in considering possible revocation of a club's charter.

2A) Any member of the ICC may introduce a motion to recommend the revocation of the charter of Operations for any member club on the grounds cited in Article IV, Section 1 of the ICC Bylaws. The recommendation should be sent to the ASU Vice President, or any member of the ICC Discipline Committee.

2B) The ICC Discipline Committee shall investigate the complaint and make a decision. Notice of any disciplinary decisions by the ICC Discipline Committee must be sent to the Club President and Club Advisor. Any decisions made by the ICC Discipline Committee must be approved by a two-thirds (2/3) vote of the Committee.

2C) If the ICC Discipline Committee decides to revoke the charter of a club, the club in question has 5 business days to request a hearing as outlined in ARTICLE VI of the ICC Bylaws.

2D) After said hearing in which discipline is deemed appropriate, the Council's decision is final. This must be approved by a two-thirds (2/3) vote of the ICC membership. After the decision is made, no further appeal or hearing is accepted.

SECTION 3:

When a club's charter has been revoked, said club shall cease to exist until the end of the current academic semester (Fall or Spring) and until a new application for charter is submitted.

ARTICLE VI - HEARING PROCEDURE

SECTION 1: THE HEARING PROCEDURES FOR THE ASU INTER-CLUB COUNCIL:

Evidence against the club shall be given to the Club President and Advisor at least one week (7 days) prior to the hearing.

1A) The ICC Chair shall preside over the hearing. The hearing shall be recorded, and minutes will be kept.

1B) A Club President, Vice President, or ICC Representative is required to be present at the hearing, which is during the following scheduled ICC meeting. In the event where none of the above officers can attend hearing, the club president may submit a statement to the ICC Chair. This statement will be presented during the hearing.

If a club requests a hearing but none of the above officers attend and no written statement is submitted, the hearing will be canceled, and the original decision of the ICC Discipline Committee will stand.

1C) During the hearing, the evidence against the club will be presented first, followed by the defense or statement from the club.

1D) The ICC shall discuss and make a decision based on the provided factual evidence and statement submitted 7 days prior to the meeting. The ICC shall determine the disciplinary action by a two-third (2/3) vote.

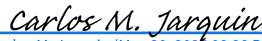
This ICC Constitution and Bylaws were revised by the Inter-Club Council (ICC) in Spring of 2025.


Trang Vu (May 30, 2025 08:16 PDT)

Trang Vu, ASU Vice President

05/30/2025


Date


Carlos M. Jarquin (May 30, 2025 08:28 PDT)

Carlos Jarquin, ICC Senate Representative

05/30/2025

Date


M. Elizabeth Negrete (May 30, 2025 08:41 PDT)

Dr. Negrete, Dean of Student Life

05/30/2025

Date


CL Resendez (May 30, 2025 11:07 CDT)

Dr. Resendez, VP of Student Services

05/30/2025

Date



Dr. Barry Gribbons, College President

05/30/2025

Date