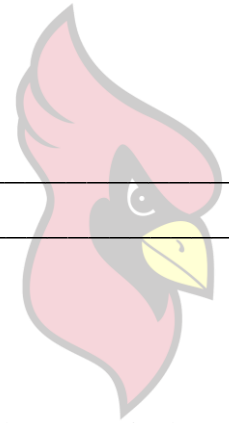


ASNIC Club Application



Proposed Official Club Name: _____

Acronym/Nickname: _____

Date submitted: _____

Is this a Club or Organization? (circle one) **Club** **Organization**

A Club is open to all currently enrolled NIC students, while an Organization may have requirements for its members such as GPA, major, or membership to a larger organization.

Club Advisor

Advisor Name: _____

Email: _____ Phone/Ext. _____

Club Roster

Please list five (or more) currently enrolled NIC students. Include names and their NIC email on the attached roster template.

Club Description (Please include all details to be added to the club website.)

Proposed Meeting Information

Time & Frequency: _____ Location: _____

Please attach Advisor Agreement, Roster, Constitution, and/or By-laws to this form

Electronic versions are available on the ASNIC Clubs Website: <https://www.nic.edu/clubs/club-resources/>

This section is for office use only.

ICC Presentation and Vote Date: _____ Vote Result: _____

(Club Name) Constitution

Year: _____

PREAMBLE

Associated Students of North Idaho College exists in order to provide students opportunities for learning outside the classroom; meet people with similar interests; developing life, work, and leadership skills; gain a broader experience and a greater perspective, and engage students as citizens of the campus community have established ASNIC Clubs.

ARTICLE I ASNIC Club Name

The ASNIC Club under this Constitution shall be known as _____. The official abbreviation shall be _____.

ARTICLE II Purpose Statement

Clause 1: The mission of the ASNIC Club shall be

_____.

Clause 2: The mission of the ASNIC Club shall be consistent with the mission of NIC.

Clause 3:

_____.

ARTICLE III Membership

All ASNIC Clubs shall be open to all students of NIC. The Associated Students of North Idaho College does not discriminate on the basis of race, color, religion, sex, national origin, age, genetic information, veteran status, sexual orientation, gender identity, or disability.

Clause 1:

_____.

ARTICLE IV Meetings

(State how many and when membership meetings will be held during the year. State procedures for calling regular and/or special meetings.)

Clause 1: _____

ARTICLE V Club Leadership

(ASNIC Clubs must have at least two identifiable leadership positions.)

Clause 1 Position Descriptions: _____

Clause 2 Officers Selection and Vacancy Procedures: _____

Clause 3 Transition and Training: _____

Clause 4 Provisions for Removing an Officer: _____

ARTICLE VI Elections/Selection Process

Clause 1: State officer positions that the membership will select, length of term for each officer, and how many times a person may hold the same officer position.

Clause 2: State the procedures for nominations and the timeline for when they take place.

Clause 3: State how nominees will present their qualifications and how and when elections are held. State procedures in case a run-off is necessary.

ARTICLE VIII Amendments

Clause 1: State procedures for changing the Constitution.

ARTICLE VII By-laws

(By-laws define the articles of a constitution. This section should describe the process required to establish new by-laws or to revise established ones.)



ASNIC Club Advisor Agreement

Responsibilities of ASNIC Club Advisors

Advisors to student organizations at NIC provide important assistance to student leaders. Advisors assist student groups to be effective in accomplishing organizational goals while helping enrich the personal and social development of students involved in student activities.

Each ASNIC Club must have an advisor who is a full-time employee of NIC. Student organizations may have co-advisors who are not NIC employees.

Advisors assist student clubs and organizations in the following ways:

1. Serve the club as a resource person to student leaders; knowledge of policies and procedures, benefits and opportunities that enhance the club's goals and objectives.
2. Assist students in the development and implementation of programs, activities, and/or events in order to achieve group goals and objectives.
3. Attend group meetings, scheduled events, and trips. Advisors are required to travel on club trips.
4. Assists students adhere to college and ASNIC policy and procedures. Review and become familiar with the material in the ASNIC Club Handbook published by ASNIC.
5. Assist the club in supervising the financial activities of the group using procedures established by the college business manager. Approve payment request forms submitted by student leaders when required.
6. Attend required club advisor training sessions.
7. Work closely with the Club members and Student Development staff in resolving problems that may arise with specific organizations, student leaders, and/or student-sponsored events.
8. Serve as a leadership role model and mentor to student members of the club or organization.

I, _____, accept the advisor responsibilities listed above for the _____ Club, for the _____ academic year.

Advisor Signature: _____ **Date:** _____

Current Club President (Print) _____

Current Club President (Signature) _____ **Date:** _____

