

**ASCSN STUDENT
GOVERNMENT
CLUB ORIENTATION**

Vice President Abriana Foster

Club Orientation Overview

- Open Meeting Law
- Agendas
- ASCSN Club Bylaws
- Club Checklist
- Club Meetings
- Club Websites

Open Meeting Law

- ⦿ Posting of agendas
 - Three (3) business days prior to the meeting by 9:00 am
- ⦿ Quorums
 - The number of members that must be present to make an official decision
- ⦿ Emergency Meetings
- ⦿ Meeting Recordings / Minutes
 - Must present the actions taken and be submitted to the Vice President by the end of the month

Agendas

- ⦿ Format
 - On the Student Government Club Site
 - www.csn.edu/clubs
- ⦿ Where to post the agendas
 - Club Walls (locations on above website)
- ⦿ Posting time
 - Three (3) business days prior to the meeting by 9:00am

ASCSN Club Bylaws

- Section 19 of the ASCSN Student Government bylaws
- Club Packets
 - Obtained at www.csn.edu/ascsn
 - Submitted to Vice President by deadlines indicated in packet
- Funding Proposals
 - Submitted to Treasurer by the deadlines indicated in packet and are found at above website

Club Checklist

- Article 19

- “The Vice President shall provide a checklist for all ASCSN clubs by the 2nd student government Senate meeting of each month which details the club’s compliance with ASCSN bylaw statutes.

- Checklist Format

Club Council

◎ Purpose

- For clubs to provide input relating to funding, club events, and student life

◎ Attendance Policy

- Please review Club Council Guidelines on the website

Club Websites

- ◎ ASCSN Student Government
 - www.csn.edu/clubs
- ◎ Myspace: myspace.com/ascsnclubs
- ◎ Facebook: ASCSN Clubs

Contact Info

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