



ICC Advisor's Report Wednesday, May 6, 2015

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<http://www.deanza.edu/clubs>

(New Info is in bold text)

Office Hours: Sign up on ICC Officers Door
Tu 10:30 am – 11:20 am & 3:30 pm – 4:30 pm
W 9:30 am – 11:20 am

If I am not in the ICC Office, Please Check inside the
Office of College Life

F.Y.I

1. **Club Elections** for Summer/Fall 2015 – Spring 2016 needs to be completed no later than Friday, May 15. These club officers need to be here Fall, 2015. All Club Constitutions are on the website www.deanza.edu/clubs. Be sure to check that the officers match what your constitution states. Club Financial Rosters are due **Wed. May 20**
2. **Clubs getting in contact with other clubs:**
 - 1.) Send an email to me and I will forward it to the club
 - 2.) Put a note in their Club mailbox in the Club Room
 - 3.) Go to their Club Meeting
 - 4.) See the ICC Rep at the ICC Meeting
 - 5.) Contact their Club Advisor by email or staff mailbox
3. **De Anza Graduation:** Apply for graduation by Friday, May 22 in order for your name to appear in the ceremony program. Students completing their degree requirements in the summer may participate in the ceremony. Caps and gowns may be purchase in the De Anza Bookstore. The deadline to apply for graduation is Friday, June 27. Additional information is available at: www.deanza.edu/graduation.
4. **Just Be A Star – Spring Dance** tickets available to sell (10 or 20 tickets) after the ICC meeting. Sell them and your club may have more to sell. Be sure to deposit the ticket sales at the Student Accounts Office.
5. **Mon. May 18 – I will be taking the day off.** Please plan accordingly.

Sign Up on Clipboards at ICC Meeting/ Office of College Life

❖ Spring Carnival – May 14, 2015

ICC Important Dates

- **May 20 Mandatory ICC Financial Orientation Meeting**