

## ICC and the Club Hub Task Force

Proposed by: Maddy Vonhoff, the AS Club Coordinator

Purpose: To put ICC on hiatus in favor of starting a Club Hub Task Force

What it is: The Club Hub task force will be a group of 5-6 students who will work as unpaid interns/volunteers for the AS Club Activities Office. These students will be supervised by the AS Club Coordinator, Maddy Vonhoff. These students will work on weekly projects and assignments in the Club Hub as well as serve as a volunteer base for production events, advertisement, and other larger things. Some of these projects will be organizing and cleaning the Club Closet, developing resources for clubs including hand-outs, tip-sheets, and instructional videos, taking pictures of clubs on campus, working on a club spotlight section, and other things as defined on the next page. Interns would work on these projects and record their hours on Orgsync. We would also have weekly meetings to check in on progress and add new ideas.

Why:

Currently Inter-Club Council serves as a representative voice in the process of developing and recommending new resources and services for club members which meets for one hour bi-weekly. I have been a member of ICC for two years and this is my third year. Over the years, ICC has discussed the need for increased club resources, as well as increased publicity and marketing of the club system. This is a list of very tangible ideas that could be completed and would address many of these needs. I have heard these same needs over and over but there is no one assigned to actually work on these projects. Over the years, there have been attempts to create sub-committees within ICC to work on things such as a peer-club mentor program, additional resources, and increased publicity, but due to the short time, it was hard to get things accomplished. ICC this year has expressed interest in helping increase the use and functionality of the Club Hub, volunteer at events, and help develop resources, but this is all outside of the time limits of the council. The AS Club Activities Office does not have the student staff currently to complete all of these. Day to day task such as orientating clubs, dealing with club needs, and programming events is being completed, but if we want to see this office move forward, we need more help. A good example of this is Campus Activities Showcase. We had more clubs/organizations attend (over 100), more students attend, and we offered more to students including the presence of local businesses, swag, and free food. We also awarded 10 clubs with prize money instead of one. However, we had to rely on last-minute volunteers to help us run an event of this magnitude. With a task force, we would have a volunteer base to call upon. I have spoken to about half of ICC so far and everyone I've talked to is interested in serving on this task force.

Where this department is heading:

This is the second year of the AS Club Coordinator and this department is growing to be bigger and better equipped to serve student needs. However, as our office considers to grow in name, more students have become aware of us, and the amount of students we serve continues to grow in size. We see this office as moving towards more programming and offering more resources to the 200 clubs we have on campus. Right now we have one full-time faculty member and two part-time student staff that address the needs of 200 clubs and hundreds of students. We need more hands so our office can accomplish more than just the day to day tasks.

## Inter-Club Council Projects

\*Taken from ICC 2009, 2010, this current year, and brainstormings from myself and Casey Hayden

- Peer-Club Mentoring Program
  - o Matches experienced clubs with new clubs
- Club Orientation
  - o Information packet for new clubs
  - o Orientation online Orgsync to refer to later
- Event Organization Resources:
  - o Tip sheets on resources
  - o Fundraising ideas for clubs
  - o Instructional videos on how to reserve rooms, fill out an ER, etc
- Work-Shops
  - o Short class that would certify club leaders to access equipment
  - o Publicity Center work shop
  - o Website development (Orgsync hosts free websites but there are club leaders who don't know how to use the tools)
  - o Recruiting and keeping new members
  - o Event Programming
- Publicity and Marketing
  - o Improving inter-club relation
  - o Use of forums on orgsync for ideas
  - o Improving online communications through club spotlights, tips of the week, etc
  - o Taking photos of clubs on campus and uploading/printing them
  - o Streamlining a way for clubs to use AS resources (KUGS, calendar, etc)
  - o The Club Hub Twitter
- Social Events
  - o Social events for club leaders to gather and discuss in the Club Hub
  - o Poster making days, fundraising parties, etc
  - o More volunteers for events such as the Campus Activities Showcase
  - o Project leadership volunteers
  - o Club Hub Parade
- The Club Hub
  - o Increase the resources offered
  - o Increased signage
  - o More functional club closet
  - o Decorating and promoting clubs within the space
  - o Update calendar
  - o Suggestion box
  - o Decorated bulletin board
- Orgsync
  - o Develop incentives for clubs to be more active on orgsync
  - o Increased use and discussions
  - o More photos, files, and videos to be shared
  - o Orgsync tutorials for clubs (1 have already attended several club meetings to give lessons to their club members)