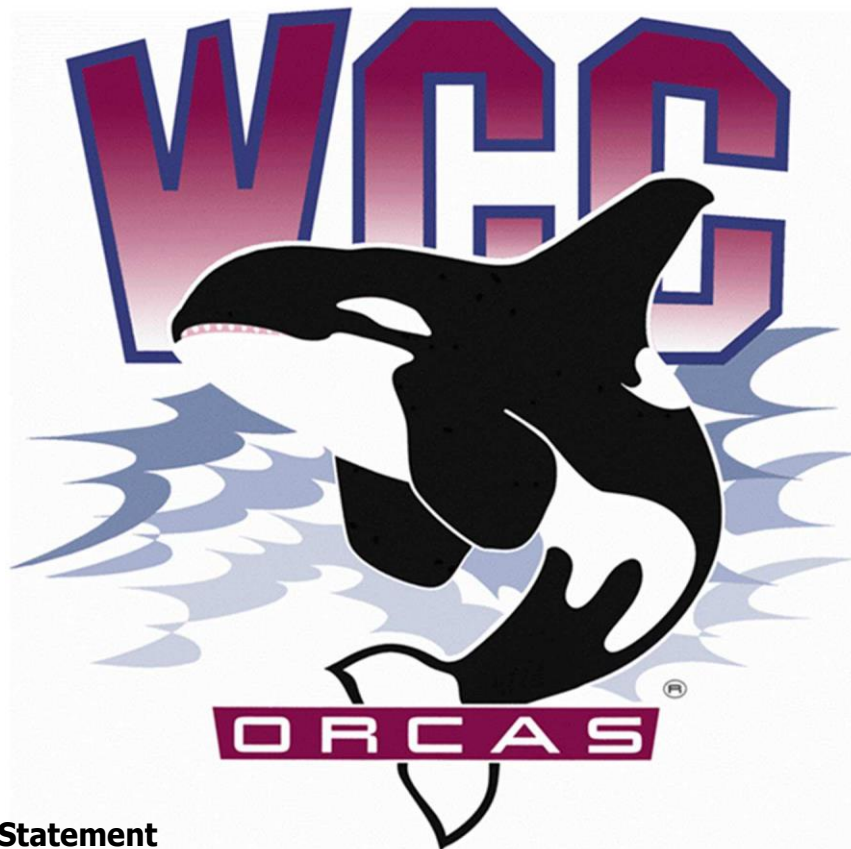


# 2023-24 ASWCC

## Quarterly Club Report

Club Name: \_\_\_\_\_

Quarter: \_\_\_\_\_



### **ASWCC Vision Statement**

ASWCC Student Leadership aims to achieve a dynamic campus environment in which all students are represented and have an opportunity to participate.

### **ASWCC Mission Statement**

To serve students by providing diverse opportunities for involvement to build campus community and represent student concerns in college decision-making.

Date Stamp and Ambassador Initial when received in OSLD:

# Instructions

*Please read the following instructions carefully and be sure to complete all fields thoroughly.*

*Additional documents may be attached to the Quarterly Report as needed.*

- This document is a quarterly report to be filled out by **currently chartered clubs**. If you would like to start a new club, please fill out an ASWCC Club Chartering Packet available at the Office of Student Life and Development located upstairs in Syre 208.
- Completing and submitting the Quarterly Report each quarter is required in order for clubs to remain chartered from one quarter to the next, and to have access to funding for the next quarter. The Quarterly Club Report must be submitted by **November 27<sup>th</sup> of the fall quarter**. (Please note: Clubs are inactive during Summer quarter and must re-charter in the Fall.)
- If the completed Quarterly Report is not submitted on time, the club status will be considered frozen and no funding or other club resources will be available. The club will become active again once the quarterly report is submitted or a new chartering packet is completed.
- If it is **Spring Quarter**, you may turn in an Intent to Return Packet in addition to the ASWCC Quarterly Club Report if your club plans to re-charter the following Fall.
- Please contact the ASWCC Vice President for Clubs, Matthew Valencia, at [mvalencia@whatcom.edu](mailto:mvalencia@whatcom.edu) with any questions or concerns.

**Club Name:** \_\_\_\_\_ **Quarter:** \_\_\_\_\_

**Please fill out the following form with the correct information regarding each club meeting/event that your club held during this quarter. Be sure to attach the corresponding Club Meeting/Event Attendance Record for each meeting/event (attach additional pages if needed)**

#	Date	Time	Location	Number of Attendees	Advisor Present (Y/N)	Activities or Topics Discussed (Please describe Briefly)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						

**1. What has your club done this quarter to engage students on campus? (Check all that apply)**

- Monthly Meetings
- Small and/or Large Events
- Other \_\_\_\_\_

**2. Please list any suggestions to help improve ASWCC Club processes?**

\_\_\_\_\_

\_\_\_\_\_

**3. What is your club planning to do next quarter to engage students on campus? If you already know your meeting times, please turn in a club action form now!**

\_\_\_\_\_

\_\_\_\_\_

***If existing officers have changed their contact info, please note below***

**Officer Name:** \_\_\_\_\_ **New email:** \_\_\_\_\_

**Officer Name:** \_\_\_\_\_ **New email:** \_\_\_\_\_

***If any new officers have taken the place of previous officers please note below***

**Previous:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**New:** \_\_\_\_\_ **New email:** \_\_\_\_\_

**Previous:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**New:** \_\_\_\_\_ **New email:** \_\_\_\_\_

**Reminder: Each club needs 5 students currently enrolled in 5 credits or more in order to maintain active status**

***Checklist for completing the Quarterly Report process***

- All questions have been answered completely and thoroughly.
- Officer and contact information fields have been updated, if applicable.
- Five current student schedules for next quarter attached (for returning clubs).
- Meeting/event form has been completed (Club Meeting/Attendance Records attached)

By signing below, you affirm that the information provided is true and correct. You also affirm that you have your advisor's approval for this request.

**Club Member Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR OFFICE USE ONLY**

**This club has completed:**

- Meeting/event table completed (Club Meeting/event Attendance Records attached)
- Club engagement/improvement questions
- Officer/contact information changes
- Student schedules attached

\_\_\_\_\_  
ASWCC VP of Student Clubs Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
OSLD Director Approval

\_\_\_\_\_  
Date