Spring Appointments
Information Packet
2019
Dear Applicant,

Thank you for your interest in joining Revelle College Council (RCC). RCC is the student governing body for Revelle College and oversees many of the events that Revelle College enjoys, while also being responsible for financial, legislative, and campus initiatives. Members of RCC help publicize, fund, and plan Revelle College events, while working closely with Revelle student organizations, other college councils, the Associated Students, and college administrators to foster a cohesive Revelle community.

RCC is composed of a dynamic group of proactive individuals who work together to serve the students of Revelle and UC San Diego. Being a part of RCC will allow you to gain leadership skills and practical knowledge, while building lasting friendships. The level of satisfaction you will retain from your work in RCC directly relates to your goals with the council and your future careers, no matter what they may be.

During the AS Elections, candidates for RCC may run for the following elected positions:

1. President
2. Vice President Internal
3. Vice President Finance
4. Vice President External
5. Vice President Administration
6. Director of Spirit and Events
7. Director of Student Services
8. Revelle Organizations Committee (ROC) Chair
9. Associated Students College Senator (2)
10. 4- Year Representative
11. 3- Year Representative
12. 2- Year Representative
13. Commuter Representative

When positions are not filled by election, or when they become vacant during the year, they are filled by appointment. RCC also has a number of positions that are appointed, including first year class representatives, transfer representatives, and campus-wide committee representatives. The majority of council appointments are made in fall quarter.

I encourage you to browse the bylaws governing RCC, which are made available on our website at http://rcc.ucsd.edu, to familiarize yourself with the responsibilities and duties required for each position.

Included within this packet are descriptions of the positions that are currently open. You are encouraged to attend an RCC meeting before you chose to apply for a position; our regularly scheduled meetings are held on Thursdays at 5 PM in the Revelle College Formal Lounge (located through the courtyard behind Roger’s Market). If you have any questions, please feel free to contact me by email at rccvicepresident@ucsd.edu.

Best of luck!

Sincerely,

Hunter Kirby
RCC Vice President 2018-19
rccvicepresident@ucsd.edu
<table>
<thead>
<tr>
<th>Event</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Packets Available</td>
<td>Monday, April 8, 2019</td>
</tr>
<tr>
<td>RCC Meeting (attendance STRONGLY encouraged)</td>
<td>Thursdays at 5:00 PM in Revelle Formal Lounge</td>
</tr>
<tr>
<td>Applications Due</td>
<td>Friday, May 10, 2019 by 11:59 PM via online form at rcc.ucsd.edu</td>
</tr>
<tr>
<td>Applicant Interviews</td>
<td>TBA*</td>
</tr>
<tr>
<td>Applicants Notified of Decision</td>
<td>Friday, May 24, 2019*</td>
</tr>
</tbody>
</table>

*Interview times will be scheduled in accordance with your availability. After submitting your application, please check your UCSD email regularly so as not to miss important information regarding the scheduling process.

*Subject to change at the discretion of the Vice President Internal. All applicants will be notified by email of any changes to the notification timeline.*
Revelle College Council Open Position Description

Open Position
- Vice President Administration
- Transfer Representative (1)
- Student Fee Advisory Campus-wide Committee Representative (SFAC)

Subsection 5. Vice President Administration
A. Shall serve as the Clerk of the Council, which shall include, but is not limited to, the following duties:
   a. Take the minutes of the Council.
   b. Provide hard copies of the minutes of Council meetings on a weekly basis upon request.
   c. Keep track of attendance policies as specified in Section 1. Attendance.
B. Shall work with the Dean of Student Affairs to ensure that the RCC website is current, including but not limited to:
   a. Up-to-date profiles of all members of the Council.
   b. Up-to-date information about RCC Campus-Wide Representatives.
   c. Up-to-date information regarding vacancies, appointments, and elections.
   d. Up-to-date versions of the governing documents of RCC.
   e. Official minutes on a weekly basis.
C. Shall prepare the agendas for RCC meetings in accordance with the RCC Constitution.
D. Shall serve on The Executive committee

Subsection 14 Transfer Representative
A. Shall be appointed by the fifth week of Fall, Winter, or Spring quarter dependent on the vacancy of a Transfer Representative.
   a. If the current Transfer Representative is elected to another office of RCC or ASUCSD, an interim representative from the transfer class shall be appointed by the end of Spring Quarter and shall serve for the remainder of the term.
B. Shall coordinate with the Director of Spirit and Events on at least one project per quarter through RTSN, connecting Revelle transfer students to the rest of the Revelle community.
C. Shall co-chair the Revelle Transfer Student Network (RTSN).
D. Shall be the Revelle College representative to the All Campus Transfer Association (ACTA).
E. Shall serve on a committee.

Subsection 20 Campus-wide Committee Representatives
A. Shall attend all meetings of their respective campus-wide committee and of RCC.
B. Shall represent the interests of the Revelle College Student Body on campus-wide committees.
C. Shall provide regular written and/or oral reports of their committee meetings to RCC.
D. Shall prepare a summary of the term for their successor.
E. Shall organize projects aimed to inform Revelle students of any issues related to their campus-wide committee.
F. Shall be non-voting members.

In addition to the above responsibilities, the UCSD Student Fee Advisory Committee (SFAC) is charged with evaluating Student Fee Funded Units and making recommendations on allocations of the Student Fees. Furthermore, SFAC's duty is to ensure that the proposed Student Fee uses are in the best interests of the University and its students, and in compliance with existing policies and guidelines.