



Spring Appointments Information Packet 2017



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 External
4. Director of Administration
5. Director of Spirit and Events
6. Director of Student Services
7. Revelle Organizations Committee (ROC) Chair
8. Associated Students College Senator (2)
9. 4th Year Representative
10. 3rd Year Representative
11. 2nd Year Representative
12. 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,

Cheryl Demeyer
RCC Vice President 2016-17
rccvicepresident@ucsd.edu

Revelle College Council Appointments Timeline 2017

Application Packets Available	Monday, April 17, 2017
RCC Meeting (attendance STRONGLY encouraged)	Thursdays at 5:00 PM in Revelle Formal Lounge
Applications Due	Sunday, April 23, 2017 by 11:59 PM via online form at rcc.ucsd.edu
Applicant Interviews	TBA*
Applicants Notified of Decision	Friday, May 5, 2017

**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.*

Revelle College Council Open Position Descriptions

Open Positions

- Vice President Finance
- Commuter Representative

Section 3.3. Vice President Finance

- A. Shall chair the Finance Committee and be a member of the Rules Committee, the Executive Committee, and the Student Services Committee.
- B. Shall forward all recommendations to RCC from the Finance Committee.
- C. Shall be responsible for the RCC Budget.
- D. Shall meet with the College Business Office staff member responsible for RCC Finance on at least a quarterly basis.
- E. Shall inform the chairs of Revelle Standing Committees about the funding process.
- F. Shall collect funding request forms from Revelle Standing Committees.
- G. Shall hold a quarterly budget meeting with all Revelle Standing Committee chairs during the eighth week of the preceding academic quarter.
- H. Shall update the “Finance & Budget” page of the RCC website.
- I. Shall prepare and present a presentation to the Council regarding RCC finance allocations and activity on week 3, 7 and 10 of each quarter.
- J. Shall provide a detailed financial report to the Council at the end of the term, including a record of all expenditures throughout the term of office, any requests that have not yet been voted upon by RCC, any outstanding Post-Event reports, and the final monetary amounts remaining in each account at that time.
- K. Shall be an appointed member of RCC.

Section 3.16. Commuter Representative

- A. Shall represent the commuter students of Revelle College.
- B. Shall coordinate with the Director of Spirit and Events at least one project per quarter connecting Revelle commuter students to the Revelle community.
- C. Shall be a member of the Revelle Commuter Activities Board (CAB).
- D. Shall be the Revelle College representative to the All Campus Commuter Board (ACCB).
- E. Shall serve on a committee.