

## Chair

Ruaa Labanieh  
(469) 441-1159  
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Office Hours: Wednesday 12:00-1:00PM  
932 369 8419

## Vice-Chair

Deli Raprager  
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finance.cicc@gmail.com  
Office Hours: Monday 9:00-10:00AM  
817 258 7866

## Director of Administration

Raegina Sanchez  
(661) 302-3752  
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Office Hours: Tuesday 1:00-2:00PM  
815 844 0170

## Director of Communications

Brianna Sanchez  
(714) 552-7743  
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Office Hours: Monday 12:00-1:00PM  
212 915 3350

# Timeline

**WEDNESDAY 11:59PM**

**EVENT PITCH & PROPOSAL**

email the Chair and request to be on the agenda  
[chair.cicc@gmail.com](mailto:chair.cicc@gmail.com)

**SATURDAY 11:59PM**

**DOCUMENTS & PRESENTATIONS**

complete the ASI Allocation Form and submit Presentations  
<https://asicsuf.wufoo.com/forms/allocation-request-20212022/>

**MONDAY 9:00AM**

**GENERAL COUNCIL MEETING  
& PRE/POST EVENT PRESENTATIONS**

text Director of Administration if you will be absent or tardy

**HOST EVENT**

**WITHIN TEN DAYS**

**RECEIPTS & REIMBURSEMENT**

submit receipts to Vice Chair to process for reimbursement  
<https://forms.gle/dM87CaobLaeWJm7u5>

**WITHIN TWO WEEKS**

**POST EVENT PRESENTATION**

present post event or travel presentation to the general council