**Committee on Committees Minutes/Action Summary**

Associated Students
Pardall Center         Minutes Recorded by:  Priscilla Lee

January 26, 2015 5:00 PM

**CALL TO ORDER at 5:04 PM by Sydney Bennet, Chair**

**A. MEETING BUSINESS**

1. **Roll Call**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Note:**absent (excused/not excused)arrived late (time)departed early (time)proxy (full name) | **Name** | **Note:**absent (excused/not excused)arrived late (time)departed early (time)proxy (full name) |
| **Sydney Bennet** | Present | **Oscar Zarate** | Present |
| **Andrew Neiman** | Present | **Pedro Villalobos** | Present |
| **Eve Kopecky** | Present | **Priscilla Lee** | Present |
| **Izeah Garcia** | Excused | **Stacey Heo** | Present |
| **Kelly Pearman** | Excused | **Theresa Tran** | Present |

**B.**     **ACCEPTANCE of ACTION SUMMARY/MINUTES**

**B-1.**         **Approval of our Action Summary/Minutes from 01/19/15**

***MOTION/SECOND: Villalobos/Kopecky***

***Motion to approve minutes from 01/19/15***

***ACTION: Passes by consent***

**C. DISCUSSION ITEMS**

**C-1: AS Assembly Debrief**

* Very productive
* Sharing what each committee worked on was very valuable
* Very good amount of food (other than salad)
* Time period of lunch was good
* Workshops were very helpful
* SRB was a good location
* Improvements:
	+ Fun activity or ice breaker
	+ Slightly clique-y
	+ More breakouts - 20-min breakout sessions
	+ Work groups throughout the week - have them on the day of AS Assembly and then discuss after the same day
	+ Transitional AS Assembly (5th week) - old and new chairs present
		- May have to change location because of occupancy
	+ Consequences for people who RSVP’d and did not show up

**C-2: Trivia**

* Trivia starting next week - share it to groups on Facebook
* Priscilla - in charge of second Week trivia question (come up with by next meeting)
* Sydney - get flyers

**C-3: AS Olympics**

* Stacey - send out email to Thunderdome to give an agenda
* Give Stacey ideas for games if you want specific games for sure
* Post on Facebook groups for games
* Hullahooping competition
* Write up a message explaining what AS Olympics is and send to chairs
* Go to committee meetings and make an announcement

**C-4: Proxy Bank**

* Training started this week
* Two people per block
* Check on google doc if senators updated list when people have attended trainings

**C-5: AS Orientation**

* Going to update based on feedback given back
* Show up to your office hours since people will be there for orientation
* If you cannot come, make sure AS front desk knows so they can update
* Offer committees that we can come to meetings and do it at once

**C-6: Recruitment Fair**

* Date: Tuesday, February 17, 7:30-9:00PM
* Location: Corwin
* Think of theme
* E-mail notification: send out to all units to save the date
* Submit flyer to AS Graphic Designer
* Table in Arbor (Monday & Tuesday of that week)
* Go to big OSL meetings
* Poster making:
	+ Banner/flyer on Pardall
	+ CAB/ResHalls has paper/paints
* Advertise - get the Flush/The Bottom Line/The Nexus
* E-mail/call Career Services
* Finalize budget
* Make a poll - decide on food or no
* Make Facebook event
* Send University announcement
* Raffle off shirts

**C-7: Helping Committees Recruit**

* Advice for other committees:
	+ Make Facebook event
	+ Post in Facebook groups
	+ Stand in front of dining commons
	+ Send out on major list serves
	+ Make university announcements
	+ Go to Res Halls and flyer (leave a stack of flyers on front desk)
		- Get approval for RHA meeting to go door-to-door
		- Decide time frame
		- LPC Thursday, 6:30-9:30PM

**D. REMARKS**

* Make sure to get green stuff from the Annex, get compost waste bins
* Email zero waste chairs, ask how to get compost waste bins
* When working on project for CoC, good to go to Senate meeting and present to senators

**ADJOURNMENT**

Meeting adjourned by Sydney Bennet at 5:45 pm

***MOTION/SECOND:  Neiman/Kopecky***

***Motion to end meeting at 5:45 pm***

***ACTION: passes by consent***