**Committee on Committees Minutes/Action Summary**

Associated Students  
Senate Office      Minutes Recorded by:  Priscilla Lee

October 28, 6:00 PM

**CALL TO ORDER at 6:03 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** | Excused |
| **Andrew Neiman** | Present | **Pedro Villalobos** | Present |
| **Eve Kopecky** | Present | **Priscilla Lee** | Present |
| **Izeah Garcia** | Present | **Stacey Heo** | Present |
| **Kelly Pearman** | Present |  |  |

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

**B-1.**         **Approval of our Action Summary/Minutes from 10/21/14**

***MOTION/SECOND: Lee/Garcia***

***Motion to approve minutes from 10/21/14***

***ACTION: Vote: 8-0 Consent***

**C. DISCUSSION ITEMS**

**C-1: Office Hours**

* Go over office hours duties
* Update Legal Code by committee
* Paste in Legal Code for each position
* Create positions if they do not exist
* Mark when committee is updated
* Start thinking about themes for events
* Flyer for events (media forms on AS website)
* Questions about your position, ask Sydney
* Sign in, try and come to normal times
* Think of things to post on Facebook page
* Cool social media campaign
* Always tell other members if you cannot make office hours

**C-2: Thanksgiving Event**

* $200 Loma Peloma $50 labor fees
* Can bring in our own tables or borrow from RHA
* Goleta Beach suggestion?
* MCC Lobby
* November 20, Thursday
* Santa Rosa Lounge - has tables and sofas (as long as it’s open to everyone)
* Can buy all the main courses, but have to make it a “potluck”
* CoC budget - have to ask for more because budget was assumed with no extra events (Internal Climate events)
* Required to have internal climate event, not only focusing on recruitment
* San Raf lounge, MCC lounge, Santa Rosa lounge

**C-3: IVP vs. CoC**

* Have distinct charges between IVP and CoC
* Internal climate related - CoC
* IVP office role - oversee senate/senate projects
  + Senators
* Coc - AS climate, recruitment, outreach, interview, shared governance
* Dealing with AS brochures, contacting committee times, advertising committees
* AS orientation - working with both IVP and CoC
* Take more positions within CoC - more broad reaching in AS
* Trying to come up with a new name - HR, Chief Operating Officer?
* Email all chairs/senators - get a group of people to sit down and talk about this
* Other legal code revisions on CoC
* Come up with new positions; make sure there are distinct job duties
* Not implemented till next year, bring to table next quarter
* A lot more visibility if taking over some IVP duties
* Current duties are very irregular, need to stabilize duties within CoC

**C-3: Shared Governance**

* Semi-regular meetings
* Shared Governance week of tabling
* Get out different groups tabling each day
* Banquet at end of quarter

**D. REMARKS**

* Fellows for Eve, Stacey, Kelly, and Pedro
* Eve - update who was there at last fridays
* Sydney is excused for next week CoC’s
* Campus elections - everyone vote
* AS Orientation meeting 2-3pm (AS Main)

**ADJOURNMENT**

Meeting adjourned by Sydney Bennet at 6:44 pm

***MOTION/SECOND:  Garcia/Villalobos***

***Motion to end meeting at 6:46***

***ACTION: Vote: Consent***