**Committee on Committees Minutes/Action Summary**

Associated Students  
Senate Office      Minutes Recorded by:  Stacey Heo

November 4, 6:00 PM

**CALL TO ORDER at 6:05 by Andrew Neiman, Executive Vice 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** | Excused | **Oscar Zarate** | Present |
| **Andrew Neiman** | Present | **Pedro Villalobos** | Present |
| **Eve Kopecky** | Present | **Priscilla Lee** | Excused |
| **Izeah Garcia** | Present | **Stacey Heo** | Present |
| **Kelly Pearman** | Present |  |  |

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

**B-1.**         **Approval of our Action Summary/Minutes from 10/28/14**

***MOTION/SECOND: Heo/Lastname***

***Motion to approve minutes from 10/28/14***

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

**C. DISCUSSION ITEMS**

**C-1: Upcoming Meetings**

* Veterans Day: We still need to meet that week.  Would you like to meet at our usual time?  Or at a different/earlier time Tuesday since there is not school?
  + Tuesday at usual time
* No Meeting Thanksgiving Week

**C-2: Internal Climate Event and Shared Governance Dinner**

* Select dates for both: 12/1 4:30-7pm, 12/2 5:30-11pm, 12/9 3:30-7:30pm
* Select basic theme/type of food/activities/time for each
  + Internal Climate: 12/
    - Theme: holiday
    - Type of Food: hot chocolate
    - Activities: decorate sugar cookies w/ frosting
  + Shared Governance Dinner (Campus Advisory Committee/Academic Senate): 12/
    - Theme: holiday
    - Type of Food: gingerbread houses, graham crackers, frosting
    - Activities: make gingerbread houses - group people together with similar committees

**C-3: Requisitions**

* Separate forms for different budget line items (Special Projects, Operating, AS Olympics, AS Assembly)
  + Put account numbers on requisition forms
  + On blue form, upper right hand corner
  + CoC line items - 3 accounts: operating ($7000), special projects ($7900), honoraria ($7100)
  + Budget: total remaining in programming = ~$850 in recruitment, internal climate = $800, shared governance = ~$500, retreats = untouched, tabling = $114, advertising = $270
* Ask Sydney or Andrew what category it would go under

**C-3: AS Orientation (Oscar can explain)**

* Brainstorming how we can deliver info about what each person does to AS body → more efficiency
* Small groups
* Workshops where people can come in someone’s office hours

**C-4: Recruitment Fair Update (Kelly and Pedro)**

* When: winter quarter by week 4; have senate approve it if at a later date
  + Might do week 8, before applications go live
* Where: Corwin

**C-5: Code of Conduct Meeting**

* <https://www.facebook.com/events/1505879999669713/>
* Be there if possible, can count is as office hour time

**C-5: Update on IVP vs. CoC**

* People who have expressed interest
  + Senators: Cassie and Brandon + EAB Chair Heather
  + Ask your friends
  + Thinking about growing CoC and making it more of an executive office in AS
  + Internal Administrative Office, Internal Operations, Chief Organizational Office

**ADJOURNMENT**

Meeting adjourned by Andrew Neiman at 6:43 pm

***MOTION/SECOND:  Heo/Kopecky***

***Motion to end meeting at 6:43***

***ACTION: Vote: Consent***