

**AS Committee on Committees Minutes/Action Summary**

**4/2/2020 7pm**

**University of California, Santa Barbara**

**Senators/Committee on Committees Room 1523H**

**Minutes/Actions recorded by: Matthew Lui-Kwan**

1. **Meeting Business**

**Roll Call and Attendees**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name**  | **Note** | **Name** | **Note** |
| **Maryam Eapen**(Internal Chair) | **Present**  | **Andy Lin**(Outreach and Rec) | **Present** |
| **Vacant**(External Chair) | **Vacant**  | **Vacant**(Outreach and Rec) | **Vacant** |
| **Daniel Ku**(Shared gov ) | **Absent** | **Vacant**(Internal Climate C.) | **Vacant** |
| **Emily Ramirez**(Internal Liaison) | **Present** | **Vacant**(Internal Climate C.) | **Vacant** |
| **Griselda Huerta**(Internal Liaison) | **Present** | **Holly Meyes**(Advisor) | **Present** |
| **Matthew Lui-Kwan**(Vice Chair) | **Present** |  |  |

**Acceptance of Excused Absences**

Motion language:

Motion/Second:

Action: Vote

**Acceptance of Proxies:**

**B. Acceptance of Agenda/Changes to Agenda**

**C. Public Forum/announcements**

CoC remote function

* Zoom meetings
* Everyone has at least 2 hours office hours
* 1 hour for groupwork
	+ Internal/External groups
	+ Andee Jichen Matt: External recruitment
* No in person events
* Cross positional work

Will send out inventory checks to all BCUs to prep for the spring recruitment + find out who is staying/who isn't

Zoom interview processes

* Matt will write a step by step
* Move the applicant to waiting room first, then in the meeting when ready, then remove them at the end.

Shoreline announcements for recruitment

* Andy + Jichen

Sent minutes to

* Execs senate email
* Cc ali adams

Subcommittee meeting doodle

**D. Reports**

**D-1.** Advisor’s Report:

**D-2**. Executive Officer’s Report:

**D-3**. Group Project/Member Report(s):

**E. Acceptance of Action Summary/Minutes**

**E-1:** Approval of our Action Summary/Minutes from **(DATE)**

Motion Language:

Motion/Second:

Action:

**F. Action Items**

**F-1.** Old Business

 Motion Language:

Motion/Second;

 Action:

 Advisor/Staff Instruction/Request:

 Responsible for Follow-through:

Additional approval required:

**F-2** New Business

Brief description from agenda

 Motion language:

Motion/Second:

 Action:

 Staff/Advisor Instruction/Request:

 Responsible for Follow-through:

 Additional approval required:

**G. Discussion Items**

Jichen deliberation

**H. Remarks**

**Adjournment:**

**Motion to Adjourn the meeting at** **(8:26)**

Motion/Second: Maryam/Matt

 Action: Motion passed by consent