CALL TO ORDER by Sabina Menzhausen at 11:00am

A. ATTENDANCE
   A-1. Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Note:</th>
<th>Name</th>
<th>Note:</th>
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<tbody>
<tr>
<td>Sabina Menzhausen</td>
<td>Present</td>
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<tr>
<td>Alex Young</td>
<td>Present</td>
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<tr>
<td>Wei Wei</td>
<td>Absent</td>
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<tr>
<td>Jennifer Vizzuett</td>
<td>Present</td>
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<td>Mark Beeson</td>
<td>Present</td>
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<tr>
<td>Jackson Tofft</td>
<td>Present</td>
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Ice Breaker:

A-2. Excused Absences

MOTION/SECOND: Motion to excuse

ACTION:

A-3. Proxies

MOTION/SECOND: Motion to bundle and accept all proxies for this meeting.

ACTION:

B. PUBLIC FORUM
   a. 

C. REPORTS
   C-1. Advisor & Staff Reports
      a. Rodney
         i.

   C-2. Member Reports
      a. Sabina
         i. New meeting time
            1. Will send out Doodle poll this week
            2. No meeting next week or the following -- let’s meet again Week 1 of Fall Q
         ii. Freshman Success Guide
            1. Working group in Ed Comm meeting on Thursday, 3pm (does anyone want to join?)
iii. Website updates…?
   1. Playa Life deposit disputes
   2. Support letter for greater enforcement of COVID-19 health ordinances
      a. Post to social media?

iv. Today is the last day to submit receipts
   1. Alex: can you keep an eye out to see if anyone submits something before midnight tonight? (Email vote?)

b. Alex
   i. PC shared entities meeting this Friday
   ii. Gilson tenants

c. Wei
   i. 

d. Jennifer
   i. Freshman Success Guide
   ii. Retreat
      1. Send receipts to Jenn for food refunds
      2. Powerpoint -- everyone gets a slide (individuals and committees)
      3. Thursday 9/24: 4:30pm

e. Mark
   i. No report

f. Jackson
   i. No report

D. ACCEPTANCE of AGENDA

   MOTION/SECOND: Jennifer/Mark
   Motion to accept today’s agenda.
   ACTION: Consent

E. ACCEPTANCE of MINUTES

   MOTION/SECOND: Mark/Alex
   Motion to approve the IVTU Internal Administration Committee minutes from 9/8/2020
   ACTION: Consent

F. ACTION ITEMS

F-1. Working Group

   MOTION/SECOND: Alex/Jennifer
   Motion to move into a working group.
   ACTION: Consent

The committee worked on the approval of receipts for conditionally approved applicants.
MOTION/SECOND: Jennifer/Mark
Motion to move out of a working group.
ACTION: Consent

F-2. Old Business:

MOTION/SECOND:
Motion to
ACTION:

F-3. New Business:

MOTION/SECOND: Jennifer/Mark
Motion to allocate $300 to Melina Torres from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $133.86 to Malcom Rashid from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $300 to Daija Smith from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $300 to Ashlee Park from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $134.16 to Jordan Ohayon from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $300 to Georgia Steinheimer from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $156.77 to Bryant Zhang from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

MOTION/SECOND: Jennifer/Mark
Motion to allocate $300 to Kwok Shan Tong (Jasmine) from the IVTU Emergency Fund for qualifying expenses.
ACTION: Consent

G. DISCUSSION ITEMS

a.

H. REMARKS
I. ADJOURNMENT

MOTION/SECOND: Jennifer/Mark
Motion to adjourn the meeting at 11:33am.
ACTION: Consent