A.S. SIRRC Executive Board Minutes

Associated Students
April 13th, 2021 @ 7pm
CALL TO ORDER at 7:04pm by Sofia Camarena
Minutes Recorded By: Jhan Sarmiento

A. MEETING BUSINESS

I. Roll Call

<table>
<thead>
<tr>
<th>Name</th>
<th>Note:</th>
<th>Name</th>
<th>Note:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Guillermo Fernandez</td>
<td>Present</td>
<td>Andy Barrera</td>
<td>Present</td>
</tr>
<tr>
<td>Sofia Camarena</td>
<td>Present</td>
<td>Melissa Perez</td>
<td>Excused</td>
</tr>
<tr>
<td>Alexandra Leahy</td>
<td>Present</td>
<td>Weiqi Mei</td>
<td>Absent</td>
</tr>
<tr>
<td>Viridiana Fernandez</td>
<td>Present</td>
<td>Jhan Sarmiento</td>
<td>Present</td>
</tr>
<tr>
<td>Elizabeth Camano</td>
<td>Excused</td>
<td>Michelle Rivas</td>
<td>Present</td>
</tr>
<tr>
<td>Monica Sassounian</td>
<td>Arrived late (7:15pm)</td>
<td>Neema Atashbar</td>
<td>Absent</td>
</tr>
<tr>
<td>Chanyce Rose</td>
<td>Present</td>
<td>Ahura Nezhad</td>
<td>Present</td>
</tr>
<tr>
<td>Marifer Ramirez</td>
<td>Excused</td>
<td>Kaitlyn Medland</td>
<td>Present</td>
</tr>
</tbody>
</table>

II. Acceptance of Excused Absences and Proxies

- Absences
  - Melissa Perez for the entire meeting
  - Marifer Ramirez for the entire meeting
  - Elizabeth Camano for the entire meeting
  - Monica Sassounian until 7:15pm

MOTION / SECOND: Michelle / Ahura
Motion: Motion to bundle and approve all excused absences
Action: Passed

Additional approval required: YES Senate

B. Agenda

I. Announcements
II. Voting

C. REPORT ITEMS

I. EXECUTIVE

- SIRRC elections live - applications close April 25th @11:59pm but people can apply after the deadline
- Link to application: https://tinyurl.com/sirrcboard
  1. Share on social media and spread word
- Fill out office hours
- Stoiles for graduating seniors?
1. Reach out to Guillermo
   ○ Email: Forward the Group interested in Tour

II. RETENTION
   ○ Study Jam Week 4 on Thursday

III. RETENTION WORKSHOP
   ○ Position updates

IV. OUTREACH CHAIRS
   ○ Finalized our joint office hours - M 11am - 1 pm
   ○ The Outreach Event (Financial Aid Presentation and Q&A Panel) went well :
     1. need to figure out the allocation of money from the outreach budget to fund winners’ prizes
     2. Finalize details: winners, prizes, item #, total cost, addresses, additional information

V. OUTREACH EVENTS COORDINATORS
   ○ Planning more similar events

VI. COMMUNITY BUILDER
   ○ Position updates

VII. PUBLICITY CHAIRS
   ○ Waiting on T-shirt quote
   ○ Sharing flyer on GC

VIII. TREASURER
   ○ Position updates

IX. SECRETARY
   ○ Following up on Outreach Allocation
   ○ Will follow-up on Friday for any missing times for Office Hours
   ○ SIRRC Week: Vibe Check?
     1. Timing: which could give more time for collaborations and setting up a giveaway
        a) Week 6
     2. Tone: keep it light hearted or informational or mixed?
        a) Lighthearted!
     3. Collaboration within the Board
     4. 2 Zoom Events 3 Alternative Events
     5. More thoughts?

X. SENATE LIAISONS
   ○ Ahura’s OH - TR 3-5pm: link via social media pages
   ○ Kaitlyn’s OH - MT 10-11:30am

XI. NEW BUSINESS

D. REMARKS
   ● QOTD for future meetings if time allows

E. ADJOURNMENT
   MOTION / SECOND: Monica / Michelle
   Motion: Motion to adjourn at 8:02 PM
   Action: Passed