

Internal Affairs Meeting Agenda
AS Administrative Conference Room

Tuesday, February 6, 2018

5-6pm

I. CALL TO ORDER:

The chair pro tempore called this meeting to order at 5:00pm.

A. ROLL CALL

- i. Michael Solano, Chair of Internal Affairs
- ii. Susana Elizalde, Vice Chair & Chair pro tempore of Internal Affairs
- iii. Rolando Cabral, Committee Member
- iv. Khari Campbell Wright, Committee Member
- v. Akila Murali, Committee Member

B. Non-Voting Members

- i. David H. Crandall, Advisor
- ii. Zahraa Khuraibet, Vice President
- iii. Christian Rubalcava, Attorney General - Absent
- iv. Arthur Zverev, Chief of Justice

II. APPROVAL OF THE AGENDA:

February 6, 2018

(Cabral, Campbell-Wright) 4-0-0

III. APPROVAL OF THE MINUTES:

January 30, 2018

(Murali, Cabral) 4-0-0

IV. OPEN FORUM:

A. Vice president updates:

- i. Evaluation of the legal clinic is currently being worked on, some statistics were shared, though the report is not yet publicly available
- ii. The Chair of Clubs and Orgs. is working on the 100-day initiative, Senators should participate, and be sure to mention elections, though do *not* campaign if you are running and giving an AS 100-day presentation.

V. REPORTS:

- A. Chair – M. Solano - The chair is not feeling well. He will take minutes, and looks forward to the reports from all other members.
- B. Vice Chair & Chair pro tempore - S. Elizalde - Will have an ice breaker for the group next week
- C. Advisor – D. Crandall – No report.

VI. UNFINISHED BUSINESS:

- A. New AS Awareness
 - i. Senator Murali & Chair Solano – spoke with Kevin Mojaradi regarding AS marketing efforts. Last week the committee mentioned tabling, individual

department events, and publishing more material. - From Kevin: digital marketing is far superior to printed advertisements. AS marketing collaborates with CSUN marketing, but CSUN is selective about what they post. MetaSync is primarily used for video posts at this time, but many students already use it and the numbers are increasing, so it is a good platform. A new Digital Marketing Coordinator is being hired this month. Instagram/Snapchat stories featuring “a day in the life of [senator],[president]...” are a planned upcoming promotion. Kevin supports the similar AS staff spotlight idea. Farmers market is an excellent outreach opportunity. AS departments hosting tabling events at farmers market was suggested.

ii Vice President - Student leader internship program (SLIP) – internship program started within AS

iii Chief of Staff Rojas – The Chief of Staff code states that her PR work should cover the president and vice president, however the Chief of Staff has taken on a wider reach of AS PR. Some events in AS awareness month planning are not happening due to the current changes in AS awareness. The chief of staff has initiated the AS student leadership Instagram, which has over 1000 followers now. “We always need content”, as has been mentioned before. Also provided is the fall 2017 presidents executive cabinet report. Awareness Calendar includes regular awareness events which should be promoted by AS. Maintaining consistency in our tactics is the goal for this semester. I encourage you all to read the president’s cabinet report. The Chief of Staff pointed out that the AS Student Leadership Instagram helps to focus features on the people, faces, and names of AS without adding graphics and logos.

iv The general manager pointed out that though the PR outreach plan covers many demographics, above all else, the focus of AS PR and outreach should be the students. Students should always be the priority of what you seek in your marketing

B. AS Department Fundraising

i The General Manager provided the 2018 AS Development Plan draft, and the AS Grants and Donations Policy via email. Individual departments can gain grants, essentially based on their material value. Rooms, equipment, children, playgrounds...etc. are “worth” grant donations. Sports clubs can do their own fundraisers/grants and alleviate some of our needed donations. We can select the major departments with significant appeal and pursue with University Advancement. With so far to go, any foot forward toward donations is worth taking.

C. AS Resolution Review

i Chief Justice A. Zverev - I met with AG Rubalcava, we are setting up 'one big AS drive' we will combine all resolutions in one google drive, and start from the bottom and go to the top. There will be 3 lists – Repeal, Possible amendments with likely repeal, and Keep. All evaluations/amendments will be sent to Internal Affairs. It will be a couple weeks before we have a good chunk done. As soon as we have it done, or come across one which needs immediate attention it will be sent to Internal Affairs. The General manager recommends a 4th option – SUPERCEDE. Referencing the smoking policy on campus, if one resolution contradicts another, it is common to say that one final resolution superseded another. "We'll let the archeologists go for 1980".

D. Evaluation of Sustainability Efforts

i Sustainability committee – Senator Elizalde will be sitting in on a sustainability committee meeting tomorrow at 2pm. The chair of sustainability will be absent, the meeting will be run by the vice chair.

ii Sustainability and recycling outreach – Senator Campbell-Wright – waiting on an email response from Malat.

iii Update on sustainable office program - Senator Cabral – waiting on an email response from Rolando.

VII. NEW BUSINESS:

VIII. DISCUSSION ITEMS:

A. Vice President Khuraibet – evaluation of the legal clinic: We currently have a draft plan for the legal clinic which is not available for distribution yet. They have met half of the goals set forth for them. (e.g. provide assistance to all students, open workshops, how effective services, and overall quality are). Though the emphasis has been on immigration, the goal is to serve all students. They have served students in each of the colleges on campus. The General manager requests statistics more specific to multi- demographic clients. The senate may want to formally review the report.

IX. ANNOUNCEMENTS:

A. None.

X. ROLL CALL:

- i Michael Solano, Chair of Internal Affairs
- ii Susana Elizalde, Vice Chair of Internal Affairs
- iii Rolando Cabral, Committee Member
- iv Khari Campbell Wright, Committee Member

v Akila Murali, Committee Member

B. Non-Voting Members

i David H. Crandall, Advisor

ii Zahraa Khuraibet, Vice President

iii Christian Rubalcava, Attorney General - Absent

iv Arthur Zverev, Chief of Justice

XI. ADJOURNMENT:

The Chair adjourned the meeting at 5:38pm.