

**University Affairs Minutes**  
A.S. Administrative Conference Room  
**January 25<sup>th</sup>, 2018**  
5:00 PM - 6:00 PM

**I. CALL TO ORDER: 5:00pm**

A. Roll Call

Sen. K. Baez, Sen. B. Czarnecka, Sen. A. Thomas, SAL Ramirez  
Absent: Sen. Zoya Sen. T. Arusi

**II. APPROVAL OF THE AGENDA:**

**January 25<sup>th</sup>, 2018**

Motion: Sen. Baez

Second: Sen. Czarnecka

**III. APPROVAL OF THE MINUTES:**

**N/A**

**IV. OPEN FORUM:**

**V. REPORTS:**

- A. Chair – C. Martinez – write referrals, we want to have things to talk about in our meetings, when we begin working on referrals, make sure to CC chair and vice-chair
- B. Vice Chair – A. Thomas – reach out to your departments and clubs within your departments
- C. Advisor – L. Vincent - outdoor office hours, talk to department secretaries to make sure they have your information

**VI. UNFINISHED BUSINESS:**

None

**VII. NEW BUSINESS:**

A. Legislative Referrals:

Resume Critique Software – **assigned to Sen. Baez** resume software already available for business students, VMAC

1. Find out if career center has software
2. If not ask career education and professional development office in COBAE and ask them about their software, get details, then pitch it to the Career center as something that could be useful for the whole school  
Start with inviting Jan Potsman - from COBAE, recommend senate take a tour at career center

**VIII. DISCUSSION ITEMS:**

Sen. Martinez - sits on student success committee for AMC, gets you connected with important people within your college, use it as a networking opportunity

Sen. Baez - sitting on committee to hire associate dean within her college, is enjoying the process so far, so if given the opportunity, join a committee if you can; need student input

C. Rubcavala - outdoor office hours on Monday, suggestion box on iPad, senate bill 320 on state assembly; mandates all CSU and UC campuses provide abortions, UAC could draft an opinion on this topic Tuition increase is another topic

**IX. ANNOUNCEMENTS:**

None

**X. ROLL CALL:**

Sen. K. Baez, Sen. B. Czarnecka, Sen. A. Thomas, SAL Ramirez

Absent: Sen. Zoya Sen. T. Arusi

**XI. ADJOURNMENT: 5:30pm**