

August Monthly Meeting

MINUTESAug 30, 2023

**12-12:30 pm Volunteers and New potential members**

**8.30.23**

Welcome - Belinda Munoz

Belinda welcomes the group, we have been able to backfill 2 of the 4 positions of the executive team. Belinda accepted reinstatement of SAEC Chair.

Announcement that Vice Position to be filled by Chris and Patricia to fill the position of Treasurer and Claudia to fill the position of Secretary.

Member attendance

**New Business**

* New Executive Team
	+ New Office members were announced, and appointments were accepted.
		- Belinda-Chair
		- Chris-Vice Chair
		- Patricia-Treasure
		- Claudia-Secretary
		- Audrey-Social Media Coordinator
		- Veronica-Red Friday Lead Coordinator
		-
* Weekly meeting for executive team
	+ Officers will be meeting weekly Thursday 2-3pm via zoom
* Divide and conquer for the executive team.
	+ New Items to be discussed.
* Update on volunteers and new potential members; currently as volunteers, but some volunteers have expressed interest in becoming full members. Currently they are considered volunteers until applications are submitted and interviews are processed. New volunteers have been invited to join this meeting during the last half hour.
	+ Dolores Ramirez
	+ Sabrina Fierros
	+ Allison Way
	+ Rose Rosales
	+ Amelia Henkel
	+ Yosagandhi Tarvin
	+ Dannielle

**Old Business**

* Fall events
	+ Upcoming budget meeting
		- Next Wednesday: September 6, 2023
		- Room RSU \_\_\_\_\_
		- Time: 2-3 pm
		- Volunteers requested to the Host Budget meeting
			* Chris volunteered for introductions in person
			* Veronica volunteered to moderate Zoom in person
			* Patricia to read questions out load to Debbie in person
			* Claudia and Gina Tabling event for staff assembly Sign-up and Nominations
				+ Sign-up sheet, Nomination sheet, Table, Tablecloth
				+ Remind me (Veronica)
	+ Red Friday - months? Pb
		- Patricia began reservation RSU Peter’s Plaza for
			* October 28, 2023: Homecoming!
		- Monthly Red Friday’s reservation for every 1st Friday (Nov. Dec?)
		- October is certain, November? December?
		- OCTOBER
			* Audrey - Social Media
			* Veronica – Lead (Athletics and Student involvement)
			* Volunteers: Claudia,
		- Lead requested to: set up RF group and reach out to hosting office to review what is expected, procedures, and provide information and support up to the date of event. Hosting office provides catering and prizes. SA Lead will facilitate and support
			* Audrey-needs support from a co-chair
			* Sabrina Fierros -needs clearance from manger
			* Audrey volunteers to do social Media
	+ ZOOM during Red Fridays. Will Zoom be available?
		- Engagement in Person, In person raffles,
		- Zoom accommodates those unable to participate.
	+ Homecoming events
		- Office Decorating Contest?
	+ Winter Celebration
		- Wednesday, DEC 7 2-5pm @ Ruiz Ballroom reservations
		- Chair Volunteers: Chris, Amilia, Audrey, Claudia, Gina
			* Office Decorating
			* Event Activity

…TABLED

* *Lead for Fall events assigned*
* *Update on subcommittees*
	+ *Strategic Planning Group*
	+ *Equity, Inclusion, compensation*
	+ *Recruiting*

**Noon - 12:30 - Volunteers & potential new memberships log in**

* Welcome
	+ Greetings
	+ Brief overview of Rebranding: Mission Statement according to Strategic Plan
	+ Regathering campus moral from temporary Rebrand break during Fall22 and Spring23
	+ INTRODUCTIONS (Department Appointment/ SAEC backgrounds)
		- Executive Team Introductions”
			* Chris-Vice Chair,
			* Patricia-Treasurer,
			* Claudia-Secretary,
			* Audrey-Social Media Coordinator
			* Veronica - Red Fridays LEAD Coordinator,
			* Mackenzie-Executive Member
		- New Members Introductions;
			* Gina Tamez
			* Sabrina Fierros, Accounting
			* Amilia Henkel, Athletics-Sports Med/ Accounting
			* Rose Rosales, Division of CGE, Passport Place
			* Yosagandhi Tarvin, *Richter Center Community Coordinator*
			* Allison Wade, *Richter Center*
			* Dolores Ramirez, VP of Student Affairs and Enrollment
* Update on events
	+ Budget Meeting Sept 6 @ RSU 2-3pm
	+ Red Fridays
	+ Winter Celebration
	+ Additional Structure/ Brand updates to aid efficiency and elevate Staff Assembly
		- Compensation, Equity, Inclusion
		- Opportunities to grow professionally
			* Organization
			* Hype up the crowd
			* Communication
			* Social Media
			* Leadership
			* Team Member

**Next Steps & Closing**

 **Google chat will be created with all new members and TBD invitations on upcoming meetings.**

TABLED

* *Lead for Fall events assigned*
* Create events leads and members
* *Update on subcommittees*
	+ *Strategic Planning Group*
	+ *Equity, Inclusion, compensation*
	+ *Recruiting*