Chair, Monica DiLullo, has called a meeting of the Internal Affairs Council on Tuesday, September 5th, 2017 at 12:00 – 2:00 pm in Delmy Rodriguez (T-152) in the Cesar Chavez Student Center.

I. Call to Order
Meeting called to order at 12:21 pm.

II. Roll Call
VP of Internal Affairs – Present
Freshman Rep – Present
LCA Rep – Present
HSS Rep – Absent
President – Absent

III. Approval of Agenda
Motion to approve the agenda for September 5th, 2017.
Moved by Freshman Rep, seconded by LCA Rep.
No opposed. No abstentions. Motion passed.

IV. Approval of Minutes
No minutes to approve

V. Announcements (2 minutes each). Please submit literature to Chair when meeting begins.
No Announcements

VI. Public Comment (2 minutes each). Must pertain to jurisdiction of Board. Please observe proper decorum. The board is not required to respond.
No Public Comment

VII. Closed Session Pursuant to Education Code 89307 of the California Code for the purpose of to consider the appointment, employment, and evaluation of performance, discipline, or dismissal of an employee.
No Closed Session

VIII. Old Business
No Old Business

IX. New Business
a. AS Programs & Student Life Mixer
   The Council will discuss the planning of the AS Programs & Student Life Mixer, as well as assign tasks to individual council members.
   VP of Internal Affairs requested to check which programs are attending the program to determine the amount of tables that are needed. Freshman Rep suggested titling the flyers to a shorter title of “Get to know AS”. VP of Internal Affairs volunteered to manage the budget of the program. Mario Flores, Assistant Executive Director, was tasked with ordering 10 pizzas, 5 cheese 5 pepperonis, requesting for meeting services tables, requesting student staff to work from 6:30pm to 9pm to provide information about their programs, finalize requests, and provide brochures and giveaways. Horace Montgomery, Executive Director, was tasked to bring water to the event. LCA Rep will work on creating flyers. Assistant Executive Director suggested having a sign in sheet with name, class, and email. He offered to print out these sheets as well. Freshman
Rep suggested having a town hall this semester to introduce the Board of Directors.

b. IAC Charter Rewrite/Timeline
The Council will discuss and assign tasks to rewrite the Council Charter over the next few meetings.
VP of Internal Affairs will revise the charter and provide it for the Internal Affairs Council next meeting to either approve or deny it.

c. AS Programs Assessment Timeline
The Council will discuss the timeline of the AS Programs Assessment to conduct over the academic year.
Assistant Executive Director discussed how they are doing the assessment by the end of the semester and then by next semester they will implement the actual assessment. He suggested hiring an outside group to manage student affairs for the next following years to avoid any bias.
VP of Internal Affairs mentioned talking to the finance committee to discuss the budget for the outside group.

X. Adjournment

Motion to adjourn meeting at 12:54 pm.
Moved by LCA Rep, seconded by Freshman Rep.
No opposed. No abstentions. Motion passed.
Meeting adjourned.

Approved by: Monica DiLullo

Respectfully submitted by: Johanan Supnet