



Executive Meeting  
Monday, 9/25/2017  
Mt. McLoughlin  
5:00 PM

5:05pm Welcome and Call to Order – Faith Lee

**Upcoming Events:**

1. ASOIT Retreat Part 2 – Saturday, Oct. 7<sup>th</sup>
2. Super Club Sign Up – Tuesday Oct. 10<sup>th</sup> 2-4pm
3. Leadership Summit – October 13<sup>th</sup> and 14<sup>th</sup>
4. Fall Preview Day – Saturday, Oct. 21<sup>st</sup>
5. Blood Drive – Oct. 26<sup>th</sup> and 27<sup>th</sup>

**Officer Reports –**

**President: Faith Lee**

NSO/ Rockstar Bar: Rockstar Bar as part of Light Up the Night event went great. We supplied to Rockstars and syrup. Folks had a great time. NSO overall was a great event this year also.

**Vice President: Alex Cervantes**

Blood drive dates scheduled for the year with Red Cross

**Administrative Affairs Officer: Sam Henkell**

Club budgets sent to those clubs that have registered for 2017-2018 year.  
Office hours schedule done and will be posted Thursday in the office

**Communications Officer: Junmin Yee**

Social media and web updated. Social Media posting calendar also created, will use this as a general guideline for timely postings to social media accounts.

**Campus Clubs: Reyna Cortez**

Started updating club info on T: drive  
Work with Holly to place order for food for Super Club and reserve space in CU

**Finance Officer: Olivia Torres-Stagner**

No report at this time

**Advisors:**

**Erin Foley**

How is your sponge? Check in on how everyone is doing with the start of the term and balancing responsibilities.

**Holly Anderson**

Food Order complete for General Meetings – dietary needs will go through Marketplace when necessary  
Popcorn Fridays - Holly to start: Faith and Sam to keep it full: Alex to clean. Check in again in a few weeks

**New Business –**

General Meetings promotion – Holly  
Promotional items are in  
Use Olive  
Ask Faculty to make announcements in Thursday, Friday, Monday classes  
Use the Social Media: Junmin  
Script to Faculty: Alex and Erin to edit

Dedicated Social Media for ASOIT – Junmin

A dedicated phone for social media accounts. Researching options and bring back to group  
Social Media calendar for posting

**Club Process – Faith**

Discussion of current process.

Submit a new club proposal first. ASOIT will follow up after discussion.

Faith and Reyna will draft a new process and propose next week

**Non-Trad Officer Position Search – Erin**

Job is posted on Handshake. A few applications submitted. Continue to let people know before the deadline.

**Polos/Jackets/Shirts – Holly**

Look at getting 3 polos for those who do not have them (Sam, Reyna, Olivia)

Bring other options to next meeting

**Changes to WRC – options and student feedback – Holly/Erin**

Look at possibly changing to a Gender Resource Center

**Open Floor –**

Holly will make sure everyone has email access to ASOIT

Blacksmithing Club – They have a meeting scheduled with Erin on Thursday this week. Follow-up after that.

Further discussion about the importance of updating the club approval process

Erin asked that the group please review policies and think about what one they'd like to focus on updating this year

**6:26pm Meeting adjourned**