Student Fee Advisory Committee  
Meeting Minutes  
October 12, 2015

Present: Aykezar Adil, Rachel Kirkwood, Alice Malmberg, Chandler Moller, Grace Shefcik, Carolyn Chuong, Julie Foster, John Steele, Miten Jain, Whitney DeVos, Lucy Rojas, Free Moini,  
Absent: David Machuca, Carl Eadler, Serene Jneid, Ben Carson, Jonica Buck

1. Approval of Agenda and minutes
   a. Miten motions to approve the agenda. Carolyn seconds.
   b. Miten motions to approve the minutes. Rachel seconds. No objections; motion carries

2. Announcements
   a. John shares that the meal drive and food drive will be coming up later this quarter.
      More information to come.

3. Community Agreements
   a. SFAC will be a safe and friendly environment
   b. Be accepting of one another
   c. Step up, step back
   d. Be mindful of those you represent
   e. Come to meetings prepared so that we can have productive and fruitful discussion.
      i. Aykezar asks whether there is discussion on the community agreements.
      ii. Alice moves to approve the community agreements. Miten seconds the motion.
      Motion carries by consensus.

4. Sub-Committees
   a. Ayke explains that last year we were organized into sub-committees. There was an external committee that worked on marketing and outreach; there was an internal sub-committee that proposed activities
   b. External committee recommendations from last meeting in in June:
      i. The committee liked the town hall activity
      ii. Conduct meetings later in the day and have snacks
      iii. Work more closely with CSF and the CSF campaigns
      iv. Prepare questions for speakers when we have guests come to see us
      v. More referendum orientations.
   c. Internal committee recommendations:
      i. Supportive of sub-committee structure
      ii. Snacks at meetings
      iii. More events to have committee face time outside of committee.
   d. Questions
      i. Rachel asks whether the external committee will take the lead in creating the CSF outreach brochure/campaign. Grace asks if Ayke can elaborate. Ayke explains that at the summer CSF meeting, three campaigns were selected. One will be the development of a standard SFAC brochure to be used across the campuses.
   e. Election of Sub-Committee Chairs
i. Carolyn suggest that we break into who wants to do the external and internal committees, and then each sub-committee can determine their chair

f. Sub-committee membership
   i. Internal: Ayke, Carolyn, Julie, Rachel
      1. Rachel is nominated as the chair of the internal sub-committee
   ii. External: Alice, Chandler, Miten, Whitney, Grace, John

g. Ayke suggests that each group talk about what initiatives they would like to take up, to think about scheduling, to consider nominations for chair, etc. and be ready to report back next week.

h. Report backs
   i. Internal committee shares that they would like to have a bonding activity for the group, such as a visit to a park, beach, hiking with a meal. This would happen between October 23rd – October 25th. Carolyn says that Rachel will send out a Doodle Poll to help determine a date/time for the activity. Internal committee will meet on Fridays from 11 – 11:30 am as needed.
   ii. External committee says that the best time is Monday after SFAC.

5. Meeting adjourned at 10:03 am