Executive - Cabinet Meeting

Date: August 30th 2011

Time: 1 pm

Roll Call
Late: Ravi, Sokho
Absent:

Reviewing Minutes

Agenda Items

• President
  • I’m going over your position and your relation to Tonga and Soko
  • Last night we had a discussion about Congress. This will go into the mission of our yearly objective
  • Updating the Employee Notice of Conduct, looking at the review of the Reprimand policy.

• Vice President

Updates

• Vice President.

• Chief of ops
- Start making copies of certain parts of staff handbook.
- Need newest version of staff constitution.
- Meeting with tonga and soko going over logistics for trip to sun river.

- Public Relations
  - Getting back on top of things,
  - I'm finishing up connect week packets.
  - The booklets should get picked up tomorrow and website is finishing up very well.
    It is pretty much done.
  - Need Ravi to sign Roper and Rays thank you cards, also starting thank you cards
    for Tracy and Sabha.
  - Getting new Pen's and looking at filling orders for depleted supplies

- Finance
  - **Getting paid on Wednesday**

- Government
  - Packets for Voter Registration are done.
  - Talk to Owen about the shirt.

- Services
  - Will be making Powerpoint for services.
  - Need to talk to SafeRide about posters for residence halls.
  - E-mail is on the website.

- Campaigns
- Not too many updates except office space.
- Electrical, phone lines, and Televisions should be coming up really soon.
- New Roller Kit for printer will fix ghost image.
- Sent out the bio for training days

- Diversity
  - The international task force director is open. Positions due on Friday, hiring during staff training.
  - Going to talk to diversity development for training.
  - Finished packet portion of staff handbook.
  - Co-chair student portion of diversity summit

- Secretary
  - This Thursday at 2 pm (Journey room) the Interfaith Initiative on campus will be having a presentation on their mission and their upcoming objectives. I encourage you all to come and get a formal introduction and insight on the interfaith initiative. I will send you all the e-vite
  - I am working with Andy closely to begin developing the all staff handbooks.

- President
  
  Meeting adjourned: