

**Assembly Meeting Agenda**

Monday, September 9th, 2019

12:00PM - 1:00PM

Saffell Boardroom

Call to Order 12:00 pm

12:00PM - 12:05PM Attendance

12:05PM - 12:20PM Guest Speaker

1. No Guest Speaker due to Violence Survival / Active Shooter presentation

12:20PM - 12:25PM Announcements/Upcoming Events

1. CAB and get it on this Wednesday

12:25PM - 12:35PM Open Forum

1. If you have anything that was not addressed, please submit an anonymous comment into the Comment Box right outside in the hallway, in the pool house, or via our virtual comment box on our website aswu.woodbury.edu.

12:35PM - 12:45PM Senator Reports

School of Architecture

1. Lorena Mendoza
   1. Problems with key cards
      1. People who have access to doors who shouldn’t do and people who should don’t
2. VACANT

School of Business

1. David Manikad
   1. Team of Deans and faculty is going pretty well
2. VACANT

School of Media, Culture, and Design

1. Jonei Battle
2. Emmanuel Adewuyi

College of Liberal Arts

1. Gayane Mikaelyan
2. Meline Safaryan

12:45PM - 12:55PM Executive Board Reports

1. William Garcia, President [William.garcia@woodbury.edu](mailto:William.garcia@woodbury.edu)
   1. Thank you to all who attended OAC, I’m excited for all the events we’ll be having
   2. If there are any comments or concerns, please reach out to me in order to get any issues on my radar, my email is in the minutes
   3. If you have not yet, please update your signature cards, which should have your advisor, treasurer and president on the card
   4. John Lewis will be the guest speaker for next week please let those who have questions about the keyless systems to come
2. Marta Huo, Executive VP [Marta.huo@woodbury.edu](mailto:Marta.huo@woodbury.edu)
   1. Hello everyone
   2. Mostly all SIPS positions have been hired
   3. We are still looking for a senator for school of architecture for interior architecture specifically and a senator for school of business
   4. So please help us spread the word
   5. I would like to introduce Isabel, who is secretary this year
   6. As she is transitioning into this position, she may ask you to repeat some information during the meeting so please be patient
   7. Now can all the interns and project manager please introduce yourselves with your name, major and position
   8. If there are any project ideas please reach out to these interns and project managers at any time
   9. Also if you are not able to make it to assembly meeting, please let me know at least 24 hours in advance so I can excuse your absence
   10. Thank you
3. Veronia Alkomos, VP of Finance [Veronia.alkomos@woodbury.edu](mailto:Veronia.alkomos@woodbury.edu)
   1. OAC Recap
      1. Thanks for all the orgs that came on Saturday
      2. Thanks also for all the orgs that requested OAC this semester.
      3. All the events passed.
      4. I gave out a sheet with fundraising ideas , I am still adding on it
   2. OAC budget
      1. I already mentioned this in the OAC meeting.
      2. The OAC account this semester has $42,895.65
      3. You guys requested $25,833.93 in total.
   3. Transfers
      1. All the transfer forms are done and I will give them to the business office.
      2. If you haven’t already please transfer the money from last semester so I can give your form to the business office.
   4. Events:
      1. If you have any changes in dates, times, location please let me know at least 2 weeks in advance please don’t tell me the day of.
      2. If you’re canceling an event please let me know before it.
      3. If you’re adding an event please also let me know 2 weeks in advance.
4. Matthew Pardini, VP of Marketing [Matt.paridini@woodbury.edu](mailto:Matt.paridini@woodbury.edu)
   1. Hello everyone
   2. I am beginning the process of getting table cloths for those of you who do not already have one. As well as handing out the ones we already have
   3. We have the designs for our first run of Fall swag
      1. We will be having shirts, hats and drawstring bags
      2. We will be ordering sometime this week
   4. The Discount Cards are being made now, locations are being contacted for deals as we speak.
   5. We are currently working to find ways to get Woody more active around campus and at more events, such as SOARS, in hopes to get a more physical representation of the school present to give something to rally behind.
   6. Thank you
5. Marina Castillo, VP of Student Orgs [Marina.castillo@woodbury.edu](mailto:Marina.castillo@woodbury.edu)
   1. Weekly meetings with Michelle Sydney
      1. We are concentrating on getting the following orgs up and running for this year
         1. La Vos Unida
         2. Sustainability
         3. Silver Screens
         4. Gaming
      2. We are meeting with students interested in the film club this week and La Vos Unida sometime after that.
      3. Also meeting with Michelle and Tracci this week to go over Greek Council constitution and bylaws. Another goal for this year is to get that back up too.
   2. Welcome Back
      1. Orgs that have returned are
         1. Behind the Seams
         2. Zone V
         3. AIGA
   3. Org storage space
      1. If you haven’t signed the contract, I have extra.
      2. My goal is to have orgs move their belongings in by the end of the month.
      3. I will keep everyone updated
6. Melissa Castillo, VP of Student Life [Melissa.castillo@woodbury.edu](mailto:Melissa.castillo@woodbury.edu)
   1. Thank you to everyone who requested OAC for CABs events this semester.
   2. Our budget this semester is $52,552.19
   3. Atmosphere’s theme will be announced in 2 weeks on September 23rd here at assembly and tickets will go on sale that Wednesday September 25th at that week’s CAB and Get It.
   4. Prices for tickets are as follows:
      1. $5 for Woodbury students
      2. $10 non-Woodbury students and alumni
      3. $10 for Woodbury students w/ the bus
      4. $15 for non-Woodbury students and alumni w/ the bus
   5. We will be selling 300 tickets this year with 2 buses that will offer transportation to and from the venue. PLEASE use this opportunity if you don’t have your own means of transportation or if you plan to drink that night if you are over 21 years of age.
   6. More information on atmosphere will come in 2 weeks.
   7. There is a CAB and Get It this Wednesday at 12pm. There will be three self-care basket raffle. Hope you guys can come out.

12:55PM - 1:00PM Advisor Report

1. Tracci Johnson [tracci.johnson@woodbury.edu](mailto:tracci.johnson@woodbury.edu)
   1. Self Defense and Active shooter training
      1. Important for today’s day in age, highly encourage to go
   2. Oct. 19
      1. Discover Woodbury
      2. Orgs can table

Next Meeting

1. Monday, September 16th, 2019, 12:00PM-1:00PM, Saffell Boardroom

Adjourn 12:24 pm