EAB Meeting Minutes

Time 2:00 PM | Date 10/04/2024 | Location ARC 110

1. Call to order: 2:04pm
2. Roll call of EAB members
	1. Advocacy Chair – Olivia Kent-Horton- Present
	2. Programming Chair – Leila De Folo- Present
	3. Molika Ny- Present
	4. Shaezel Khan Present
	5. Taylan Allison Present
3. Approval of minutes
	1. Shaezel motions to approve; Taylan seconds
	2. Motion passes 4/0/0
4. Approval of agenda
	1. Moli motions to approve; Taylan second
	2. Motion passes 4/0/0
5. Special guests & funding requests
	1. Sam - [Involvement Fair](https://cascadiacc.sharepoint.com/%3Aw%3A/s/CascadiaStudentLife-EAB/ET2qPr1Z39FLmClKYO-EY5QBlZO_3EIYJiO4mBca58hMDg?e=n1zGph)
		1. Reviewed event agenda and assigned shifts
		2. Club information- 21 clubs total- 8 new or returning clubs
			1. Art club, Chess club, Dungeons and dragons club, Girls who code, Kodiak engineering club, Sustainability club, Turkmen Club, Period Poverty
			2. Club meetings will be updated on the website and in Kody’s Weekly when confirmed
6. Member reports
	1. Advocacy Chair – Olivia Kent-Horton
		1. Voter Registration and Apple Cider Bar Dates and Information
			1. Voter Registration and Apple Cider tabling now combined.
				1. 10/22 from 10 AM to 2 PM, 10/24 10 AM to 3 PM, 10/30 1 PM to 4 PM.
				2. Rolling display board for a game on voter registration
				3. On 10/24 another person will be needed to assist with table from 11 AM to 2 PM
				4. Stickers are prepared and ready to be finalized
				5. Location: CC1 Lower-Level Lobby
		2. BOT Report Additions
			1. Any additional thoughts that Olivia should add to the Board of Trustees report
				1. Building community
				2. Ice Cream Social Report
				3. Future Event Calendar

Fall Involvement Fair

8 new and returning clubs

Election Marketing

* 1. Programming Chair – Leila De Folo
		1. Finalize EAB Fall Quarter Event Agenda - [Brainstorm tabling+events.docx (sharepoint.com)](https://cascadiacc-my.sharepoint.com/%3Aw%3A/g/personal/tallison_cascadia_edu/EddPrnuvGOtMoAdIQMFDSRQBshcpkAklLbaoklkPTGMfpA?rtime=OhYym5bk3Eg) and [Fall Quarter Event Calendar](https://www.canva.com/design/DAGSXw7mKKU/lj4WyRHEyVV8xI-Ixx1CTw/edit?utm_content=DAGSXw7mKKU&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton)
			1. Needed by October 7th
			2. Make sure information on tabling is up to date and accurate
			3. Candy Canes and Cocoa is no longer an event
		2. Involvement Fair
			1. Tasks needed at EAB Table-
			2. Giveaways- Kody Leaf stickers, Cascadia pins and lanyards
			3. 2 People per Table, 1 floater, expectation of EAB shifting positions during the event
			4. Check Hall Cabinet 2 for lanyards
			5. Giveaway Ideas- Cascadia mechanical pencils
			6. Question- Sheet of Every Sticker Print, Sticker Giveaway Suggestions in more student involvement.
		3. What feedback do we want to collect from students at Involvement Fair?
			1. Introduction to the feedback Box for Students
		4. Availability for the Involvement Fair
			1. Already Covered See Involvement Fair Agenda
		5. Office Hours
			1. Printed Office Hours Sheets have been inputted posted in EAB Teams and physical copies around Cascadia Student Life Desks
		6. EAB business cards
			1. Found in EAB Tabling Box- ready week of October 7th-11th
			2. Fill in the card with EAB personal Info
	2. Molika Ny
		1. SLC updates
		2. Spooktacular updates
			1. Confirmed Event time – 5-8 PM
			2. CEB and EAB Assistance needed
			3. Oct. 7th meeting with Nick White
			4. Volunteers Needed- Costumes paid for the event along with specific roles in Event
			5. Will send out Calendar Hold
	3. Shaezel Khan
		1. Veteran's Day Tabling hypothetical date change
			1. Dates Confirmed Nov 6th-7th 12pm-2pm
			2. Availability needed 7th- 11:30- 2:30pm
			3. Candy Apples being served
			4. Availability Welcomed
	4. Taylan Allison
		1. Time for Friendsgiving - ask Leila to add it to the Calendar
			1. Time- Nov 21st 4-7 pm in the ARC
			2. Name Change Input from EAB- Global Thanksgiving
			3. Collaboration with International Programs
1. Advisor reports
	1. Shandy Stomieroski
		1. Hiring updates
			1. 16 EAB Applications submitted so far
			2. Applications reviewing 14th- 17th
			3. Notifying applicants on the 17th if selected for an interview
			4. Interviewing 21st-25th
			5. Second interview Halloween Week (will meet with EAB this time)
		2. Out next week
			1. Oct 7th- 11th on vacation
		3. Club Council Updates
			1. 8 New and Returning clubs with a total of 21
			2. EAB representative on Club Council is Programing Chair Leila until Clubs Coordinator position is filled
		4. Adding a separate checklist for tabling events
			1. Shandy will create a Planning checklist in Trello for Tabeling
		5. [Food Worker Cards](https://cascadiacc.sharepoint.com/%3Af%3A/s/CascadiaStudentLife-EAB/ElEVzLonHkZGjWGSjRAVCXMBV8EDZGPILX1xRrkmhMQAGA?e=jbm1Uk)
			1. Save Food Worker cards to EAB Teams Folder before Oct 11th
	2. Becky Riopel
		1. BOT introductions: October 16, probably 4pm
			1. EAB Team introductions
			2. Calendar Hold will be sent, Attendance is not mandatory
			3. Room CC2-260 Board Room
		2. LGBTQ Leaders in Higher Education conference - 10/17, 9a - 10:15a student panel
			1. Putting together Panel from UW Bothell and Cascadia students (3-5 Students)
		3. Campus Design Review Team October 24, 3pm
			1. Buildings, Landscaping, and projects on campus looking for student representative
		4. Wellbeing in Times of Uncertainty Workshop October 24, 3pm – 5pm or 3:30pm – 5pm
			1. Workshop offered from Student Success Office.
			2. Question what timing is best- EAB Consensus is 3:30-5:30pm
2. Committee reports
	1. ARC Advisory/SFAC -
	2. Bothell Dining Advisory Committee -
	3. Budget Council -
	4. Campus Community Safety & Wellbeing Advisory Council -
	5. CC5 Public Art Committee -
	6. College Advisory Council - Will be meeting Next Week
	7. Commuter Services Advisory -
	8. Hazing Prevention Committee
	9. Student Learning Council -
		1. ETSP- (Environmental Technology and Sustainable Practices) no longer offered
		2. Student Feedback on College 101 before November 6th next meeting
	10. Student Success Council -
	11. Sustainability – Will be meeting Next
3. Unfinished business/New business:
	1. [Constitution amendment](https://cascadiacc.sharepoint.com/%3Aw%3A/s/CascadiaStudentLife-EAB/EcgmrPrwv3hDjCJK1EeM44MBvb71lO6QytnSeREijN6Tyw?e=CNDc5M)
		1. Olivia Motions to approve -Taylan Seconds
		2. Approved 4/0/0
	2. Advocacy Question of the week: What do we want to ask students this week?
		1. How was your first week at Cascadia- What worked and What didn’t? - **This week**
		2. What would you like to see in your classrooms and with your professors? - Later for questioning
	3. Upcoming Tabling dates
4. Open forum & Announcements:
	1. Document saved in EAB Teams folder that has a QR code to a general student feedback survey
	2. In the Student Leader Training channel on Teams there is a folder titled “How Tos”
		1. It has a lot of helpful information, including how to clean and sort tablecloths
	3. EAB was late to the meeting today; please come 5 minutes early so the meeting can start on time
5. Adjournment: 4:03 PM