EAB Meeting Minutes

Time 2:00 PM | Date 09/27/2024 | Location: ARC 110

1. Call to order: 2:05 pm
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. No Minutes to Approve
4. Approval of agenda
	1. Taylan Motions to approve, Moli Second,
	2. Motion Passes 4/0/0
5. Special guests & funding requests
	1. None
6. Member reports
	1. Advocacy Chair – Olivia Kent-Horton
		1. Voter Registration Advocacy
			1. Looking at combining with Halloween and/or Spooktacular. Dates TBD
		2. Ice Cream Social Feedback
			1. At the Ice Cream Social, a student asked about including Karaoke for future events.
		3. Fall/Halloween Tabling's- check Trello and assistance needed.
		4. BOT
			1. Is there anything that any EAB members would like the Advocacy Chair to talk about during the BOT meeting regarding the Ice Cream Social?
	2. Programming Chair – Leila De Folo
	3. Molika Ny
	4. Shaezel Khan
	5. Taylan Allison
7. Advisor reports
	1. Shandy Stomieroski
		1. Ice Cream Social Debrief - <https://forms.office.com/Pages/ResponsePage.aspx?id=2e8FJV2fQUmGXAPJsbiGExmAkOtoKXdLkXd-6iAw1axUNDFDR1gwSVk3R0tRRDYxTU5VUDlFWDNDVi4u>
		2. Beans & Leaves tabling
			1. Monday/Tuesday 12:30- 3:00 pm
			2. Wednesday/ Thursday – 9:30-12:30
			3. Sign up on student engagement Trello under tabling days
			4. There will be an adviser, ask is there are not more than 2 students there
		3. Involvement Fair
			1. October 9 & 10, 12:30p – 2:30p, Mobius
			2. LEILA- Coordinating EAB Tabling before Mobius Meeting
			3. Sam will come to next week’s meeting to go over the event agenda
		4. Vendor emails
			1. EAB will be receiving many emails from various vendors
			2. Recommended by Shandy to check Quarantine in outlook calendar; sometimes those emails will include routing information of the artist/vendor
			3. Not needed to respond to all, if responding reply all to share with members, ask if you need to clarify
			4. Inbox being created for vendor mail to be checked by EAB
			5. Catalog from Swank in the EAB Box for checking
		5. Cleaning up after an event
			1. Good job- Clean-up was effective
			2. Goal- 2 days after event, event supplies put away for efficiency
			3. For efficiency after event sort by cart of destination
		6. Coffee & Tea tabling
			1. Talked about under Beans & Leaves
		7. Office hours start next week
			1. Office hour officially start next week
			2. One on One's Start next week
			3. If One on One not scheduled must be scheduled after meeting 9/27/24 (today)
		8. 1:1s start next week
			1. One on One's Start next week
			2. If One on One not scheduled must be schedule after meeting 9/27/24
		9. Timesheet reminder
			1. Monday last day for September time sheet
			2. Check Time Sheet for times reported
			3. 00,15,30,45 Time reported
			4. No 15-minute breaks on Time Sheets, 30 minutes is lunch period
	2. Becky Riopel
		1. Committees [https://cascadiacc.sharepoint.com/:x:/r/sites/CascadiaStudentLife-EAB/\_layouts/15/Doc2.aspx?action=edit&sourcedoc=%7Bc9eadcf1-a6da-4334-978e-2b59e7073e8f%7D&wdOrigin=TEAMS-MAGLEV.teamsSdk\_ns.rwc&wdExp=TEAMS-TREATMENT&wdhostclicktime=1727450756840&web=1](https://cascadiacc.sharepoint.com/%3Ax%3A/r/sites/CascadiaStudentLife-EAB/_layouts/15/Doc2.aspx?action=edit&sourcedoc=%7Bc9eadcf1-a6da-4334-978e-2b59e7073e8f%7D&wdOrigin=TEAMS-MAGLEV.teamsSdk_ns.rwc&wdExp=TEAMS-TREATMENT&wdhostclicktime=1727450756840&web=1)
		2. Advocacy kudos from Faculty
			1. Campus wide feedback on Parking
			2. Email Sent to share feedback collected for utilization in teaching and learning at Cascadia (Statistics)
			3. Showing in the classroom about advocacy
8. 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 -
	7. Commuter Services Advisory -
	8. Hazing Prevention Committee
	9. Student Learning Council -
	10. Student Success Council -
	11. Sustainability -
9. Unfinished business/New business:
	1. None
10. Open forum & Announcements:
	1. Advisory Beck -
		1. Next meeting a vote will commence on a recommended change in EAB meetings
		2. The change would set Open Forum in the beginning on the meeting agenda
		3. In Teams in EAB Channel
	2. Leila Question
		1. Directed to Shandy-
		2. Applicants for EAB positions number is 11, will announce more formally later.
	3. Moli-
		1. No Haunted House
		2. Volunteers needed for Spooktacular 45 volunteers
		3. Pre-booked Tuesday Meeting with Arc Staff
11. Adjournment: 3:49 pm