



<http://academic.cuesta.edu/lead>

Executive Cabinet Agenda

Regular Meeting #2 Tuesday, September 3rd, 2013 12:30pm – 2:00pm
Room 5305, Cuesta College, San Luis Obispo Campus

- Advisory note: The Executive Cabinet maintains the right to re-order agenda items; accordingly, items may not be presented during the meeting in the order they appear below.

A. CALL TO ORDER

B. ROLL CALL/ESTABLISHMENT OF QUORUM

Executive Cabinet Officers

1. Activities Director – **Sabrina Bussell**
2. Clubs Director– Vacant
3. Finance Director –Outreach Director – Vacant
4. President/Student Trustee– **Charles Scovell**
5. Publicity Director – **Gaby Sepulveda**
6. Secretary – Vacant
7. Vice President (Chair) – Vacant*

*ASCC President/Student Trustee will chair meeting until the Vice President position is filled.

Advisors

1. Dr. Anthony Gutierrez, Coordinator, Student Life and Leadership
2. Tim Tucker, ASCC Financial Advisor

C. PUBLIC COMMENT

Anyone from the public may address the ASCC Executive Cabinet regarding any issue not on the agenda. The Chair reserves the right to limit the length of public comment. Responses from the Executive Cabinet are strictly limited.

D. EXECUTIVE CABINET REPORTS

Members of the ASCC Executive Cabinet may report on matters involving the Associated Students or shared governance. There will be no discussion, except to add an item to a subsequent agenda or to ask questions of clarification.

1. Activities Director – **Sabrina Bussell**
2. Clubs Director– Vacant
3. Finance Director – Vacant
4. Outreach Director – Vacant
5. President/Student Trustee– **Charles Scovell**
6. Publicity Director – **Gaby Sepulveda**
7. Secretary – Vacant
8. Vice President (Chair) – Vacant

E. ADVISOR REPORT'S

1. Dr. Anthony Gutierrez, Coordinator, Student Life and Leadership
2. Tim Tucker, ASCC Financial Advisor

F. **APPROVAL OF UNADOPTED MINUTES**

The ASCC Executive Cabinet is presented with Unadopted Minutes from previous meeting(s). Once reviewed, the Executive Cabinet will note necessary corrections and/or approve the minutes as presented.

1. Minutes for Regular Executive Cabinet Meeting #1 Tuesday, August 27, 2013

G. **ACTION ITEMS**

The Executive Cabinet is requested to take action on the following business items.

1. **Approval of Applications for Appointed Positions**

The Executive Cabinet will review and approve applications for appointed positions.

2. **Review of Club Applications**

The Executive Cabinet will review club applications. Discussion/Action may include club applications that were submitted after the agenda was written.

3. **Financial Concerns**

The Executive Cabinet may be presented with financial concerns that have come up since the agenda was written and require action. At the discretion of the President/Student Trustee and the Finance Director, discussion may include money proposals that were submitted after the agenda was written and are considered time critical. All money proposals are due to the Chair no later than Thursday at 1:00 pm the week prior.

4. **Activities Calendar**

The Executive Cabinet may be presented with updates and/or changes to the Activities Calendar.

1. 2013-14 Activities
2. Welcome Back Activities

H. **DISCUSSION/ACTION ITEMS**

Pending review, the Executive Cabinet is asked to (a) take action or (b) bring back item(s) as discussion, discussion/action, or action item(s).

1. ASCC Code of Ethics
2. ASCC Senator Job Description Bylaw

I. **AGENDA ITEMS FOR NEXT EXECUTIVE CABINET MEETING**

*The Chair will review items that the ASCC Senate decides to send to the next ASCC Executive Cabinet meeting. **All other agenda items must be e-mailed to ascsec@cuستا.edu* no later than 5:00pm Wednesday the week before the meeting.***

**Please email ascpres@cuستا.edu until the Secretary position is filled.*

J. **ADJOURNMENT**

Unless otherwise announced, the next ASCC Executive Cabinet Regular meeting will be held, Tuesday, September 10th, 2013, at 12:15pm in ASCC Senate Chambers, room 5305, on the San Luis Obispo campus.