8 :30 Objective of meeting – recap of past week, new protocols

8 :35 Announcements-

* SBVC STEM outreach Day for Girls : November 2nd 
  + Volunteers needed
* Luncheon Meeting with Advisors – October 31
  + Need help setting up
* Next General Meeting : Time Management Workshop (Finals Prep)
  + Consensus ?
  + Get PO from Rosie for Pizza (Professional Development Event)
* ASUCR Signers Meeting : November 14th
* TBP BBQ - Decorations
* *Feedback/Discussion*

8 :40 Protocols

Treasury Protocol

* Submit Itemized expense sheet to Treasurers 1.5 weeks in advance of event
  + Treasurers, make decision based on prepared budget, get approval from President
* Requisitions along with Receipts must be submitted to Treasurers no later than 1 week post event

Event Planning Protocol

* Submit event agenda 2 weeks in advance of event or meeting for review by E-board and President
  + Organize by time, be conscious of budget, DO NOT GO OVER
  + State objective of event or meeting at beginning of agenda

Officer Meetings

* Agenda will be sent out 3 days in advance, please review and prepare questions/requested information
* Time will be set asidefor discussion/brainstorming so as to not get distracted from agenda
  + When business is being discussed, questions and feedback must be held until primary office ris done stating business

Bi-Quarterly Feedback Meetings

* Twice a quarter, individual feedback meetings will be held to discuss objective of position and give feedback

General Meetings

* Will start promptly at 5 after the hour

9 :00 Suggestions/ Questions/Brain-Storming