



Associated Students

Bill Number ~~XXXX~~ 7

postpone to 11/28

updates done 11/28/17

Author: Daniel Garcia Signature: *[Signature]*
 Sponsor: Moataz Basyouni Signature: *[Signature]*
 Co-Sponsor: Taylor Muse Signature: *[Signature]*
 Subject: Changes in the Activities Committee Date: 11/21/2017

Whereas: The language in the Organizational Directive is vague and confusing

Whereas: The current document for the Activities Committee does not comply with the current Associated Students procedures.

Whereas: The Activities Committee works in more extent than what it is specified in the Organizational Directive

Whereas: This will help future officers to understand the full purpose and function of the Activities Committee

Therefore: Be it resolved, that the A.S. Senate, the A.S. Executive Board, and the A.S. President approve Changes in the Activities Committee

see changes

A.S. Senate

For: _____ Against: UNANIMOUS Abstain: _____ Date: 11/28/17

A.S. Executive Board

For: 3 Against: 0 Abstain: 0 *concur* Date: 11/28/17

A.S. President

Approve Veto Signature: _____ Date: _____

ACTIVITIES COMMITTEE

The Activities Committee shall:

- Construct a prospective activities calendar of A.S. events for the semester by the 2nd week after Senate has been seated, which provides events and days; however, not bonded and may be amended as the Activities Committee sees fit.
- Serve as the primary body responsible for the planning and implementation of all Associated Student events, which includes:
 1. Generating ideas for A.S. events
 2. Preparing logistics
 3. Reserving locations
 4. Providing staffing on the day of the event.
- Screen all proposals with no less than a majority vote before bringing them to Senate.
- Determine the day and time of the meetings at the beginning of each semester at the discretion of the Student Activities Advisor.
- Meet no less than twice per month.
- Report to Senate each week regarding upcoming events and future plans of events.
- Promote involvement of A.S. events to non-members.
- Select one of its Student Representatives to serve as an Activities Student Representative with the following responsibilities:
 1. Be responsible for taking pictures at all AS sponsored events and activities, or find an alternative to take pictures if unable to attend the event
 2. Maintain the showcase in building 9C lobby
 3. Meet bi-monthly with the Student Activities Coordinator to upload new pictures of all AS related events to social media
 4. Consult with the Publicity Senator on a regular basis to help promote AS events and activities

Membership:

A.S. Vice President	(Chair)
Activities Senator (Senior)	(Co-chair)
Activities Senator	(Voting member)
Athletics Senator	(Voting member)
Cross-cultural Senator (Voting member)	(Voting member) Environmental Senator
Publicity Senator	(Voting member)
Historian Senator	(Voting member)

Arts Senator (Voting member) Inter-Club Council Senator
(Voting member) Four Student Representatives (Voting
members)

1. Only official members of the Activities Committees may vote. The chair may only vote in the event of a tie or when it can affect the outcome of the vote. The vice chair has full voting privileges unless s/he is chairing the meeting, in which case the rules of the chair apply.
2. / In order to attain official membership, a student representative must be a member of Mt. SAC Associated Students. / The selection of the student representatives are made by the Activities Committee with ratification process by the Executive Board. The application process will be at the discretion of the Activities Committee.
3. In the event that the Activities Committee does not yet have three members, the A.S. President shall appoint the first three student representatives members.
4. Any voting member may be removed from the Activities Committee with a 2/3 vote.

Proposed

ACTIVITIES COMMITTEE

(Associated Students Committee – Reports to A.S. Vice President)

Purpose

The Activities Committee exists for the purpose to plan, implement and revise Associated Students Activities and promote involvement of students on campus.

The Activities Committee shall:

1. Coordinate and organize Associated Students hosted events.
2. Promote and publicize the different A.S. hosted and sponsored events.
3. Update, eliminate, or create new Associated Students events.
4. Manage the reserving of locations, decorations, and promotional items.
5. Coordinate A.S. officers and students' participation in A.S. events.
6. Outreach to students interested in Associated Students
7. Revise and determine action about proposals for new A.S. hosted and sponsored events.
8. Update and maintain the showcase in building 9C lobby
9. Take pictures and videos about the different A.S. events.
10. Ensure the successful completion of required hours by A.S. officers according the Organizational Directive.
11. Approve a perspective Event Calendar during the last three (3) weeks of the semester for the upcoming semester. The chair of the committee shall present a draft of the event calendar during the 12th week of the semester. This calendar will include dates, times, and location of the events.
12. Create sub-committees and task forces to work in specific A.S. events or related matters.

Membership (15) – Members

	<u>Position Represented</u>
1.	Associated Students Vice President (Chair)
2.	Activities Senator (Vice-Chair)
3.	Activities Senator (Vice-Chair)
4.	Athletics Senator
5.	Cross-Cultural Senator
6.	Publicity Senator
7.	Environmental Senator

Proposed

8.	Arts Senator
9.	Inter-Club Council Senator
10.	Clerical Assistant (Non-voting)
11.	Student Activities Coordinator (A.S. Advisor) (Non-voting)
12.	Four Students Representatives (Appointed by the Activities Committee or A.S. Vice President)
13.	
14.	
15.	
15.	

- a) Only official members of the Activities Committees may vote. The chair may only vote in the event of a tie or when it can affect the outcome of the vote. The vice chairs have full voting privileges unless s/he is chairing the meeting, in which case the rules of the chair apply.
- b) The application process for student representatives will be created at the discretion of the Chair of the Activities Committee.
- c) Student Representatives must be members of Mt. SAC Associated Students.
- d) Student Representatives will adhere to the job description described in the Organizational Directive.
- e) If the Activities Committee does not have at least three student representatives by the fourth week of the semester, the A.S. Vice President shall appoint student representatives as necessary.
- f) All student representatives must meet with the A.S. Vice President at least once per semester.
- g) All student representatives must meet with the Student Activities Coordinator at least once per semester.
- h) Any voting member may be removed from the Activities Committee with a 2/3 vote.

Clerical Assistant shall:

- Be appointed to this position at the discretion of the Chair
- Assist the Chair of the committee as needed
- Take notes and minutes about the different decisions of the committee

COMMITTEE TYPE	CHAIR(S)	LOCATION	MEETING SCHEDULE & TIME
Associated Students Committee	A.S. Vice President / Activities Committee (Senior)	9C-5	Determined at the discretion of the Activities Committee at the beginning of the semester.

- Activities Committee must meet at least twice per month
- Activities Committee may meet during the summer and winter terms at the discretion of the Chair and Student Activities Coordinator.

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5. Coordinate A.S. officers and students' participation in A.S. events.
6. Outreach to students interested in Associated Students
7. Revise and determine action about proposals for new A.S. hosted and sponsored events.
8. Update and maintain the showcase in building 9C lobby
9. Keep records of the different A.S. events in assistance with the Publicity Senator if applicable
10. Ensure the successful completion of required hours by A.S. officers according the Organizational Directive.
11. Approve a prospective Event Calendar during the last three (3) weeks of the semester for the upcoming semester. The chair of the committee shall present a draft of the event calendar during the 12th week of the semester. This calendar will include dates, times, and location of the events.
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7.	Environmental Senator

These are the
charges
updated
11/28/17

8.	Arts Senator
9.	Inter-Club Council Senator
10.	Clerical Assistant (Non-voting)
11.	Student Activities Coordinator (A.S. Advisor) (Non-voting)
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Membership Meeting Times:

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