

## ACTIVITIES COMMITTEE DIRECTIVE

Approved February 22, 2023



### **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:**

- A. Coordinate, organize and implement Associated Students hosted events.
- B. Promote and publicize A.S. hosted and sponsored events.
- C. Update, eliminate, or create new A.S. events.
- D. Manage the reserving of locations, decorations, and promotional items.
- E. Coordinate A.S. Officers and students' participation in AS events.
- F. Outreach to students interested in A.S.
- G. Ensure the successful completion of required hours by A.S. Officers according to the Organizational Directive.
- H. Create sub-committees and task forces as needed to work on specific A.S. hosted events or related matters.
- I. Observe the A.S. attendance policy.
- J. Rotate taking minutes amongst committee members.
- K. Meet at least twice per month.
- L. Meet during the summer and winter terms at the discretion of the Activities Committee Chair and Student Activities Coordinator.

### **Membership: 13 members**

A.S. Vice President	(Chair)
Activities Senator	(Vice Chair)
Activities Senator	(Vice Chair)
Athletics Senator	(Voting member)
Cross-cultural Senator	(Voting member)
Environmental Senator	(Voting member)
Publicity Senator	(Voting member)
Arts Senator	(Voting member)
Four Student Representatives	(Voting members)
Student Activities Coordinator	(Non-voting)

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.

The application process for student representatives shall be consistent with the A.S. Student Representative application process online

- A. Student Representatives must adhere to the eligibility requirements of Mt. SAC Associated Students.
- B. Student Representatives will adhere to the job description described in the Organizational Directive.
- C. 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.
- D. All Student Representatives must meet with the A.S. Vice President at least once per semester or as needed.
- E. All Student Representatives must meet with the Student Activities Coordinator at least once per semester or as needed.
- F. Any voting member may be removed from the Activities Committee with 2/3 vote.

Committee Type	Chair(s)	Location	Meeting Schedule & Time
Associated Students Committee	A.S. Vice President Activities Committee (Senior)	Senate Chambers	Thursdays 4:30pm – 5:30pm