



Minutes

INTERNAL AFFAIRS COMMITTEE

Final Internal Affairs Meeting of the 69th Student Senate
Monday, October 23, 2017 at 7:00 PM
Hispanic Latino Student Union Conference Room

Attendance

Present: Vice-Chair Christopher Acevedo, Senator Kateland Ellis, Senator Sapicher Gonzalez, Senator David Mihi, Senator Juan Paz, Chair Andrew Reiter

Absent: Senator David Iniguez

Meeting documents

- Internal Affairs Rules of Procedure

Agenda

1. Call to Order

1.1. Roll Call

Status: Completed

1.2. Approval of Last Meeting's Minutes

Status: Completed

1.3. Approval of Agenda

Status: Completed

2. Announcements, Messages, and Student Comments

2.1. Chair Announcements

Status: Completed

2.2. Vice-Chair Announcements

Status: Completed

2.3. Student Comments

Status: Completed

3. Executive Branch Forwardings



4. Old Business

4.1. Creation of an Appointee Rubric

Senator Ellis has recommended that Internal Affairs create a rubric to assist committee members in making an informed decision when hearing appointees seeking confirmation and to ensure a consistent process for everyone going through the process.

Senator Ellis provided the committee with a reference sheet that can be used when interviewing appointees that highlights the following qualities:

- Knowledge of Position
- Problem Solving/Decision Making
- Experience
- Understands Interview Questions
- Confidence/Poise
- Clear Goals
- Flexibility

Status: Completed

4.2. Review of Online Forwarding Questions

As per Senate Rules of Procedure 6.4(a):

The committee shall be responsible for maintaining a list of suggested general and positions specific interview questions to be asked during the confirmation process. The Vice-Chair shall ensure that this list of interview questions is made available on the SGA website.

The committee went through the list of questions currently posted on the website and made relevant revisions. The updates are attached.

Status: Completed

5. New Business

6. Closing Announcements

6.1. Weekly Debrief

During this time the committee will participate in a short group dialogue discussing ways to better Internal Affairs and the whole Senate, how to best represent and advocate for our constituents, any issues encountered on campus, any projects members are working on, and anything else members would like to bring up.

Status: Completed



6.2. Committee Member of the Week

Each week the most proactive member of the committee will be recognized by the Chair and Vice-Chair as the Committee Member of the Week.

Senator Paz is committee member of the week!

Status: Completed

7. Adjournment

7.1. Next meeting

Status: Completed

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Andrew Reiter
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Andrew D. Reiter
Internal Affairs Chairman

Recorded by: Vice-Chair Christopher Acevedo