

ASSOCIATED STUDENTS OF NORTHERN ARIZONA UNIVERSITY
STUDENT SENATE
THIRTY-FIRST SESSION
SEPTEMBER 13, 2018
ASPEN ABC ROOM, DUBOIS CENTER, 4:00 PM

Date: September 14, 2018
Date of Senate Meeting: September 13, 2018

Number on council: 13
Number present: 12

Prepared by Alyssa Cox

Ronni Marks, Vice President of Academic Affairs, called the Senate meeting of the 2018-2019 Associated Students of Northern Arizona University Senate to order at 4:05 PM in the Aspen ABC Room DuBois Center.

Roll Call

Senators:

Senator Alvarado - Absent
Senator Burke
Senator Gibson
Senator Kelly
Senator Martinez
Senator McClintock
Senator Schonbrun
Senator Freitas
Senator Nardi
Senator Higgins
Senator Ward
Senator Majkrazk
Senator Alyami

Approval of Minutes

Chair Marks: If there are no corrections, the minutes are approved.

Call to the Audience

Unfinished Business

Item A: Club Recognition: Music for Healing
Motion to table: Senator Majkrazk
Second: yes
Discussion: none
Opposed: none
Pass/Fail: Motion passes

New Business

Chair Marks: For all clubs, organizations and individuals here today, thank you for being with us! When I call your name please come to the podium and give us about a 2-minute-long description of what the funding is for or why you would like to become a club and how it will benefit the student body. All

questions will be saved for the voting period.

Item A: SB 31-01: ASNAU Banquet

Speaker, Chief of Staff O'Reilly: Our ASNAU banquet is not until the spring but we do have to put a bill through just because we need it to be approved so Charmayne can finalize the contract.

Item B: SB 31-02: Trombone Society

Speaker: Hello. My name is Joe. I'm the representative for the NAU Trombone Society. I'm a Sophomore here at NAU. We are requesting funding to bring a world class trombonist by the name of Michael Becker here to do a master class with our trombonists. It will be greatly beneficial to us because this man has played at the New York film harmonic and the Chicago Symphony. The other part of it here is to be our guest artist for our Low Brass Day which is a large recruiting event that we put on every year around this time. In this case, this Sunday. So he's gonna be here and he's gonna give a master class and he's gonna give lessons to students, and that is why we're here.

Item C: SB 31-03: Chinese Student and Scholars Association

Speaker: Good afternoon everyone. My name is Andrea, you can call me Andi. We held a new Chinese student welcome party last Friday and we need funding. We try to express our welcome to Chinese new students so I would appreciate your approval.

Item D: Senate Vice Chair

Chair Marks: In accordance with Article XI, section 15, the Vice Chair of the Senate must be selected from the 14 voting members of the senate. In the case that I can't perform my duties as the chair of the senate, the Vice Chair will temporarily act as chair until I am able to return. Now is your chance to nominate yourself or another senator for the position. If you are nominated please give a brief discussion as to why you should be Vice Chair of the Senate.

Senator McClintock: I've been in senate last year and this year and I want to go for the Vice President of Academic Affairs position next year so I think in the case that Ronni can't make it this would be good practice.

Chair Marks: Any other nominations?

Senator Majkrazk: I nominate Dane.

Senator Nardi: I decline but I appreciate it.

Chair Marks: Would anyone else like to make a nomination? The position of Vice Chair will be selected during the voting period.

Voting Period

Item A: SB 31-01: ASNAU Banquet

Motion: Senator Majkrazk

Second: yes

Discussion:

Senator Nardi: Can we see a breakdown of the charges?

Senate Clerk: It's in the senate packet on page 11.

Chief of Staff O'Reilly: Basically from my understanding we're paying for the food and the room. The food is what's so expensive because we do have 160 people attending our ASNAU banquet. It is in the High Country Conference Center, it's catered, they bring out a nice dinner with dessert and drinks. Like

coffee and whatnot.
Opposed: none
Pass/Fail: Motion passes

Item B: SB 31-02: Trombone Society
Motion: Senator Gibson
Second: yes
Discussion: none
Opposed: none
Pass/Fail: Motion passes

Item C: SB 31-03: Chinese Student and Scholars Association
Motion: Senator Martinez
Second: yes
Discussion: none
Opposed: none
Pass/Fail: Motion passes

Item D: Senate Vice Chair
Motion: Senator Schonbrun
Second: yes
Discussion: none
Votes for Senator McClintock: Unopposed
Opposed: none
Abstentions: Senator McClintock
Pass/Fail: Motion passes

Executive Reports

A. President: Dylan Graham

We had our monthly ABOR (Arizona Board of Regents) leadership call. Safe ride has been discontinued. There are concerns about students not being able to pay for Uber/Lyft and needing an accessible vehicle transit for disability resources. We are looking into possibly getting an Uber/Lyft partnership and getting more bus drivers. There will be a safety escort program during family weekend and homecoming weekend. Kiss My Axe shirts were handed out at the dome during the first home football game last weekend and we handed out a lot of them. There will be a Lumberjack Alumni Ambassadors networking event on October 11th. We had a budget committee meeting and each budget line is going to be split into semester. Half of each budget line will be for the fall and half for the spring. If all the money for the fall isn't used it will be reallocated to other budget lines. The committee also went over operational expenses and next week the committee will be going over travel and presidential expenses.

ABOR committee meetings: FY2020-22 Capital Improvement Plans, Capital Development Plan (no new projects, resubmitted projects, financial impact), Real Property Purchase, Revised policy language (Intergovernmental procurement, legal remedies, and significant procurement roles), Tuition and Fees (Guidelines for class fees, setting tuition and fees, and requesting differential tuition and program fee additions/modifications), Academic Affairs and Education Attainment (ASU: College of Health Solutions (disestablishment of five academic units)), VP Development and Alumni Relations and Executive Director of NAU Foundation.

If you plan on attending ABOR next week, please email your name and NAU ID to Analisa ASAP. It

takes about 5 business days to get them sent to professors and for professors to either accept or deny it. When handing out items to students try to discontinue the 'free' language and instead say 'no additional charge' because students pay for it through their '23' fee. There were 32 missed punches last week. Lastly, please CC your executive on emails! They need to know where things are, especially if constituents are involved.

B. Vice President of Student Affairs: Samariah Riggins

Met with Erin Grisham (VPSA) and Ivy (IMQ Director). The ASNAU workshop will be on October 4th. Alternative Transportation day was today. Mental health taskforce meeting and meeting with career development will be tomorrow. The test prep scholarship will be opening September 17th and closing on November 4th.

C. Vice President of Academic Affairs: Ronni Marks

We had our first Appropriations and Legislative meetings this week and you guys did very well. I look forward to what both committees are going to accomplish. I think we're going to do amazing work this semester and the whole year. Thank you for being in attendance, thank you for coming prepared, thank you for working hard. On Monday I attended the first Faculty Senate meeting. It was very interesting to see the way that it was run and I'll have more updates for you guys next time. Last week was just a lot of introducing things to the table, so as soon as we get more in depth information I'll bring it back to you guys. Right now I'm in the process of scheduling 1:1's. I sent an email on Tuesday and so far only three of you have scheduled 1:1's with me so please get those to me tonight or tomorrow so we can move forward with those. I attended the IT forum and thank you guys all for coming out too. It was good to see you all there. I scheduled a meeting with the interim provost for next Thursday so I'll come with fresh information on what he wants to do moving forward with ASNAU. I saw him at the Faculty Senate meeting and he really wants to come and talk to you guys at a Senate meeting and stuff so we'll probably going to schedule that on Thursday and he's really excited to work with us and he's a really nice man. I've also been working to schedule speakers to come talk during senate meetings so if any of you guys have any ideas on who you would like to see come speak to senate please let me know because I really would like to make it a thing we do every meeting so please recommend anyone you would like to come in. Also, I had an idea to do a senator forum so basically what I want to do is have the senators all here, kind of like this, but I want it to be an open thing where you can invite your clubs, you can invite people from your colleges, and everyone can come in and meet senators at the same time. So if you want to move forward in scheduling an event like that with me please email me and we can start a committee for it.

Thank you Dylan for emphasizing the need to CC me on everything. I had a club come in today and talk about how they didn't know where there bill was. It's been over a week since they turned in their reimbursement packet which is why I need to say to you guys, it's so important that if you get it sent to you on Monday it has to be done by the following Monday and they have to be in appropriations that following Monday. Get it out, email the people on the bill and CC me on it so I know they got contacted, so I know that they'll be at appropriations so I know everything will be done in a timely manner. We're doing this for them, they shouldn't have to come to us and ask where their senate bill is and what's going on. Moving forward, please include me on every email, make sure everything is being done in a timely fashion, and good work this week. Thank you.

President Graham: It's seven non-business days, so Monday-Monday, Tuesday-Tuesday. It's not business days, so you don't have those extra few days.

D. Vice President of Government Affairs: Analisa Quintero

Nothing to report.

E. Chief of Staff: Tori O'Reilly

Pretty brief update. We've really just been working a lot on the carnival. I did a walkthrough today with Linda and Joe from catering to figure out where the food truck and the Pepsi truck is gonna go. I was out there today for a little bit taking pictures and trying to visualize where everything's gonna go just because it's gonna be over where the pond is, where the bit Louie statue is, so we're gonna have a lot of space to work with so we just have to figure out exactly where everything's gonna go. My special events team and I sat down and really mapped out everything that we have to get done. But other than that just lots of carnival stuff.

Staff Reports

A. Student State Affairs:

Kaylee Adams: This week Analisa and I met with Emily and learned opportunities on how to communicate with the community and details for City Council. We also went to a DACA meeting to learn where our DACA students stand and to share the information we have on the NAU Cares dinner. I attended the Safe Zone 101 training. I also set up a phone call with a representative from FIRE which is the Foundation of Individual Rights in Education and hoping to have one their representatives present at an event.

B. Public Relations:

Graphic Designer – Amanda Jacob, Lauren Pleimann: We finished the homecoming banner so we're just waiting to hear back from that. Amanda is working on an Astrology Club flyer. I've been working on an ASNAU flyer that has all of our services. A reminder to everyone if you're submitting an ad for a flyer or something, please try to be as specific as possible if there's anything you want on there. Thank you.

Social Media – Madison Abernethy: We have gained 26 new followers since last Thursday. Some things we promoted on our social media this week are: the ITS forum, Abbi's welcome back video was posted, we posted Sam's spotlight today on our Instagram. I contacted NAU's social media to help them promote the welcome back social on Monday.

Videographer – Abbi Jackson: Make a welcome back video and its on our social media. Please check it out.

C. Special Events:

Lindsey Kevorkian: We've been emailing vendors for homecoming and we picked out prizes for all the booths. For homecoming we're going to contact all the clubs and we want them to come and have their own station almost and have a contest to see who has the best table. We're working on the staff schedules and we'll be emailing you this week.

Sophia Ames: Special events coordinators have been reaching out to vendors to get quotes for the carnival. The layout of where games and rides are going is almost finished and the staff schedule will be emailed to everyone next week.

D. Information Technologist:

Dylan Schreiner: I've been working to get WordPress certified so I can edit our website. If there's something wrong on the website please email me and I can fix it.

E. NSG:

Jewel Fernandez: A designated time for New Student Government has been established and is set for Thursdays from 7:30-8:30. Tonight, we are doing elections for executive positions. The positions consist

of President, Vice President, Secretary, Treasurer, Historian, and Event Coordinator. The voting ballot is filled with many interested students and I think that they are all really passionate about being involved in NSG! I also met with Natalie Schmitz from the Office of Student Life. We discussed goals for my year as Advisor of NSG and she also offered herself as a resource to me. After the NSG meeting tonight, we will be setting up a time to meet every week.

F. Diversity Coordinator:

Taheera Shabazz: This week Dylan, Sam, and I met with the Director of IMQ and Vice President Erin Grisham about future collaborations and events with IMQ as well as the Diversity councils and committees that I am chair on. I have been in contact with the organizer of the Qummmunity Forum and I will be meeting with her next Thursday about ASNAU representation and collaboration for the Forum. I also have been brainstorming Diversity events and working on my Inclusion PowerPoint for my presentation for our workshop on October 4th. And lastly, I have begun working on the doodle poll for meeting times for my committee and will be sending that out soon. Thank you.

G. Front Desk:

President Graham: The storage closet will now be locked and you'll have to get one of the Front Desk, Charmayne, or an Executive to unlock it just so we can keep track of inventory a little better as well as make sure nothing leaves the office without a good purpose for using it.

Christian Catano:

Yakira Flanagan:

Tyler Millidge:

H. Executive Assistant:

Kiana Saleapaga: I know many of you may have questions about the budget. I apologize I wasn't able to access my work email but IT fixed it, so it's ASNAU_EA@nau.edu. ERF's have been in to the front desk and I've been working on getting those updated and into the shared drive. The budget committee as Dylan explained was yesterday and we went over the operational expenses. If you want to know more detail about those operational expenses you can let me know. If you want to know what happened through any of the meetings please feel free to email me and I can let you know. Our revenue will be finalized next Monday so we'll know by then our exact budget and how much we'll have at the end of the year. I talked with Tori and I'll be meeting with her next week, Tuesday, to discuss the budget for the Homecoming Carnival. If any of you are working on the carnival and want to know about the budget for that you can talk to her about that as well.

I. Sustainability Coordinator:

Kristen Morale: Met with Casey Fischer from Campus Dining last week, we mostly talked about the Food Insecurity Task Force which we will be picking a meeting time for soon, so let me know if anyone would be interested in sitting on that task force on Monday I presented at faculty senate on the Food Insecurity syllabi statement. On Tuesday I met with Ellen Vaughn, manager for the Office of Sustainability to talk about how we can collaborate with Green NAU this year. On Wednesday I met with Joe Webb about Greener catering and was able to get an update on that as they began implementing it over the summer. I also attended the IT forum which was great. On Thursday I tabled for alternative transportation and we got a lot of great feedback from students. Thank you for the interest in the sustainability committee, I will be sending out a doodle poll for meeting times and will do my best to find a time that works for everyone.

J. Volunteer Coordinator:

Katie Martinez: Has made a spreadsheet of different volunteer opportunities with already over 20 different places with different contact information that is ready to be put on the website. There is a meeting next Tuesday with the volunteer coordinator from the Sunshine Rescue Mission to talk about

different volunteer opportunities.

K. Awareness and Campaign Coordinator:

Susan Resendiz: I have my anti-bullying campaign. One session is going to be at the Dub, the other is going to be at Union. We have buttons I'll be handing out. In November we'll be planning for a self care week so should be working on some events for that week as well. I've been talking to NAU PD about an alcohol event, an alcohol awareness event. We were considering bringing in a drunk driving simulator in the spring semester. Today I attended the sexual assault and relationship violence committee. They provided us with magnets so we can hang them in the office. These magnets have emergency contacts, so NAU police, victim witness services as well as other ones.

L. Club Manager:

Jo Williams: I created an application for club awards. We're gonna make sure it looks perfect before we send it out. Everything is booked for the council of presidents so President Graham and all the other presidents for all the other clubs are gonna hang out and we're gonna be super connected this year.

Committee Reports

A. Legislative Committee: Senator Freitas

Senator Freitas: The legislative committee has determined that it is necessary to amend the agenda.

Amend agenda: Change 'New Action to 'New Business'

Motion: Senator Freitas

Second: yes

Discussion: none

Opposed: none

Pass/Fail: Motion passes

Amend agenda: Change 'Discussion' to 'Open Forum'

Motion: Senator Freitas

Second: yes

Discussion: none

Opposed: none

Pass/Fail: Motion passes

The legislative meeting was good. We're gonna really get to know our by-laws and constitution and see if there needs to be any changes and stuff like that.

B. Appropriations Committee: Senator McClintock

Senator McClintock: Monday I was voted as the appropriations chair, which I'm really excited about. We passed three bills onto senate. Just a reminder senators to use the revised bill template I sent out Wednesday, if you didn't receive it let me know and I'll resend it to you. Feel free to ask me any questions about bills if you're unsure about how it looks.

Amend agenda: Change 'SB-01', 'SB-02', 'SB-03' to 'SB 31-01', 'SB 31-02', 'SB 31-03'.

Motion: Senator Nardi

Second: yes

Discussion: none

Opposed: none

Pass/Fail: Motion passes

Amend agenda: Add Chair Names to Committees so they read 'Legislative Committee: Senator Freitas' and 'Appropriations Committee: Senator McClintock'

Motion: Senator Gibson

Second: yes

Discussion: none

Opposed: none

Pass/Fail: Motion passes

Amend agenda: Staff Reports Item K, 'Ortega' to 'Resendiz'

Motion: Senator McClintock

Second: yes

Discussion: none

Opposed: none

Pass/Fail: Motion passes

Senator Reports

College of Arts and Letters:

- A. Ashlyn Alvarado:

College of Social and Behavioral Sciences:

- A. Katie Burke: This week I contacted my clubs about the ITS forum and attended myself on Wednesday night. Wednesday morning I attended the SafeZone and Bystander training which talked a lot about inclusivity on campus as something everyone can improve on which I thought was very eye-opening. Also on Wednesday I attended the first legislative committee meeting which was very productive. My partner Gianna and I have set up a meeting date with the Dean of Social and Behavioral Sciences for Wednesday September 19th where we will discuss representation for the college as well as planning our Dinner with the Dean.
- B. Gianna Gibson: We have a time set up to meet with our Dean next week to plan our Dinner with the Dean event. I attended the ITS forum on Wednesday. I have been in contact with members from my clubs helping them fill out funding packets and sharing other resources that ASNAU provides for them.

College of Health and Human Services:

- A. Hanna Kelly: I attended ITS Forum and it was very informative and also I've been in contact with my Fraternities regarding their funding packets.
- B. Brittany Martinez: This past weekend I helped Sam pass out Kiss My Axe t-shirt at the game. I also attended the ITS Forum. I still have my meeting with the dean to talk about how we can better represent the college.

College of Education:

- A. Lynsey McClintock: On Monday Harrison and I met with the college of education's dean. We picked out a date for our college's donuts with the dean event, October 23rd. It will be a Halloween theme! I helped with handing out fliers for the IT forum yesterday and attended the forum which was great.
- B. Harrison Schonbrun: During this week I met with the Dean of COE and discussed our doughnuts

with the Dean event. I also attended the IT forum, and wrote a funding bill for Alpha Lambda Delta.

College of Business:

- A. Mystery Freitas: This week I participated in the ITS forum and the Sustainability bike lock tabling, and felt that both were a huge success. In addition to these ASNAU events, I completed a few senate bills that were sent to the appropriations committee. Finally, I was appointed legislative chair and am excited to be working on this committee.

- B. Dane Nardi: This week I attended the first appropriations meeting of the year, the student ITS Forum, and presented senate information to The W.A. Franke College of Business Student Leader Advisory Council. I am staying in contact with my organizations and currently processing a Senate bill.

College of Environment, Forestry and Natural Sciences:

- A. Meghan Higgins: I went to the ITS Forum which was really cool. I attended the first legislative meeting and I set up a meeting with the CEFNS dean.

- B. Bella Ward: This week I scheduled an appointment with the dean, I attended the ITS forum, attended the appropriations committee, and started a bill for one of my clubs.

College of Engineering, Informatics, and Applied Sciences:

- A. Adam Majkrazk: I'm looking into adding hours paid by the CEIAS college for proctoring tests. Contacted Facility services about putting our art project outside the CEIAS college. Thanks to Dylan I was able to initiate doughnuts with the dean for next month

- B. Mana Alyami: I helped Sam with the t-shirts for the game. On Monday I attended the forum and on Tuesday I emailed my clubs back. On Wednesday I attended the meeting for IEEE, which is in the Engineering building, and I asked them if they need help from ASNAU.

Advisor Reports

- A. Dr. Cindy Anderson: I don't have a report but an announcement. I was contacted by the Deputy Chief of Police and they are doing the initial planning for the night safety walk. They assess the night campus on an annual basis just to see how its accessibility is. If you can mark your calendars and start to get communication out there. It will be on Wednesday October 10. I don't have the time but I suspect it will be at 6pm. Usually they try to get a large lecture hall for the meet up and instructions. They divide campus into 12 to 15 areas and provide transportation to that part of campus but you actually walk through and make an inventory of lights that are out, areas that attention. The more people we have the faster it is and the more exhaustive it is, and the best eyes are students because you're the ones who are active on campus after sun down. I'll have more information later and as soon as there's a flyer I'll forward it to you. If you have ideas please send them to me and I'll work with the people who are planning the event.

- B. Kristine Heflin: I don't have much of a report this week. I haven't been doing a ton of ASNAU stuff. I've been working with Dylan and IT to get him right access to the [ASNAU] website. That's been a process. I think I fixed most of the links to the old ASNAU website so all links should be going to the new one now but if you find weird stuff let me know and I can fix that.

Open Forum:

Item A: Parliamentarian Overview - Anthony Estrella

Parliamentarian Estrella: We get to learn about parliamentary procedure even though you've had two

meetings already. Basically just so you all know we use parliamentary procedure because Henry M. Robert, he's the guy who authored *Roberts Rules*, thought it was a better way to have everybody's voices be heard and help people represent others in a body such as this. We're going to go through a few tips and tricks, and any questions you have.

We're gonna talk about motions first because that's pretty much how this is operated. A member first has to request to be recognized by the chair, that's why you all have been raising your hands or Ronni has been saying your name out loud for you to be recognized so no one is talking over each other. Once the chair recognizes the member, the member may make a motion. It's called a motion but that's the noun and the verb is 'to move', and so when you make a motion you don't say "I motion for this..." you say "I move to...". Usually a member other than the member who made the motion will have to second so that's why you'll hear someone say "I second". It's just so that, really what it is, it's for the rest of the body to recognize the one giving the motion. So the chair will recognize them and the entire body recognizes the motion. The chair will reiterate the motion, so that's what you heard Ronni say before, "the motion on the table is...". After that the discussion is entertained so you don't have to go straight into a vote, anyone can talk about it and for that you have to be recognized once again. So someone will raise their hand, Ronni will call on you, and then you can give your opinion or ask your questions, whatever you have to do. We haven't had a lot of discussion lately but just wait until this are less agreeable and everyone starts actually debating. That'll be super fun and that's when a lot of discussion will come into play. When the discussion is complete Ronni the chair will say that its time to vote. She'll repeat the question one more time and you'll vote. Most things it's a majority vote but there are other things, like we've been amending the agenda, that is technically a 2/3rds majority rule. There are things that vary but normally it's a majority vote.

Terms to use. "I move," you could say "to bring blank to the floor," like bring this piece of legislation to the floor. Usually Ronni will entertain the motion so you can repeat what she said. Also, I never mentioned before, but Senator Gibson helped you out earlier, you don't have to repeat the motion if it's super long, you can just say "so moved" and I'm sure Senator Nardi would have loved to hear that earlier. Popular phrases would be like "I move to amend the agenda", "I move to lay item A from old business on the table". You've used these before. To make a point, I'll get more into that later, you'll say "point of order". That means something's wrong so if I or someone else makes a mistake you can just say point of order and interrupt someone and say this is how we should be doing it. You can say "point of information" to request information from someone. Maybe someone didn't give enough detail in their presentation and you want to know more about it. You can interrupt the speaker and say "point of information". You can also say "point of privilege," can someone dim the lights for this or can someone please speak up, you would just say point of privilege. To end discussion and go into a vote if you don't want to wait for Ronni to ask if there's any more discussion, its probably polite to, but you can say "I move to end discussion" or "I move the previous question". Back to what I said about interrupting the speaker, when you say "point of order, point of information, or point of privilege," you can interrupt the speaker.

Popular points would be "point of information", requesting information of course. Parliamentary inquiry. If you say "I request parliamentary inquiry" that means you're asking me a question about how to do something and its also a more polite way of saying point of order. If you don't know for sure what's wrong about it, you're sort of asking me. Just say "I request parliamentary inquiry". I'm sort of a kinesthetic learner and I assume everyone else is because everyone else is just like me and everyone is the same. I've always found that going through the process and going through the motions really helps and so if you don't get this right away it's easier to learn as you're doing the process. If you read this handy dandy clear sheet that everyone has 100 times, you still might not know how to do it because you haven't put it into action. Also something I should mention, Robert's Rules of Order, if anyone has any questions and I'm not available, its always in the desk that I share with Alyssa so go ahead and grab it and read it.

Also, I'm not a senator, I'm here because its in the constitution for me to be here and I'm really honored. Thank you so much. It's awesome. Constitution article VIII section IV.

The constitution, the by-laws, and the election codes, they all trump Roberts rules so if there's something in there and you don't know if it conflicts, read your constitution or by-laws or ask me to read it, and we can go through that because its super helpful to know. Who has questions?

Senator Nardi: With the cards, I was told we ran out. Can you sum up the most general goals and send out information in an email?

Parliamentarian Estrella: Yeah, absolutely I can do that. Would you like sort of in a step by step or would you like the popular phrases on their own?

Senator Nardi: Maybe both? Popular phrases first and then step by step if it isn't to much trouble.

Parliamentarian Estrella: Yeah, I can send that out to everyone.

Senator Burke: Raising our hand to be recognized to speak is different than saying "point of order" to interrupt them?

Parliamentarian Estrella: Right. So, point of order would be like if I have the floor and I've been recognized but you know I'm doing something wrong or the process is wrong, I could be talking and you could say "point of order" and correct me or correct the process. Obviously I'm a little rusty, it's been a bit, and so I'm constantly looking over everything so I'm going to be improving just as much as everyone else.

Announcements

Senate Clerk: Please remember to email me your reports.

President Graham: I have a couple of things. If you want anything included in the weekly Flagstaff email that I send out, please send those to me by Friday at 12pm, but if you want something sent out in the weekly staff email, the internal one, please just send that to me by Friday at 5pm. I work on those emails over the weekend so it kind of holds me back if I have to wait for something on Monday morning. I do have an update from Dr. Burrell. The AV work at Havasupai is complete as of 30 minutes ago. We'll be back in that room next week and it looks really nice. They have a new computer, a new projector, and the screen has been relocated. It'll be kind of like this set up where it's a lot nicer and a lot cleaner and a lot easier to use. That's the reason we got moved here this week. I know front desk sent out an email about a Staples order, but Staples orders will always be due the week of timesheets, when those are due, so you have another week to get those Staples order requests in because we'll place that order next week. Next Friday when your timesheets are due. If you do have events going on that are ASNAU business, please send that to the ASNAU general email so they can put it on their calendar but also update the chalk calendar. You have a lot of cool tabling and a lot of cool events that you're putting on with your deans and your colleges so we would love to be able to reference those. The front desk does get a lot of people who come into the office asking about a specific event and if they need to know who to refer them to, if it's a college or department event. So please update the front desk with all that because they can put it into their calendars so they can answer questions for people who come up to the desk. The last thing I have is it's Charmayne's birthday on Saturday! I have a post it note for each of you so if you could just write a little note and sign your name and we're going to put all the notes on her desk so when she gets here on Monday after her birthday weekend she'll have all those great notes. Please give those back to me today because I do wanna have those all ready for her for Monday morning.

Vice President of Government Affairs, Analisa Quintero: I really want to reiterate about emailing me for ABOR. I really need to know.

Adjournment

First: Senator Gibson

Second: yes

Discussion: none

Opposed: none

Pass/Fail: Unanimous. Motion passes.

Meeting was adjourned at 5:38 PM on Thursday September 13, 2018.