University and Academic Affairs Committee Minutes | November 29, 2017

I. **Call To Order:** Meeting commenced @ 8:05PM
   a. **Present:**
      i. Ansley Wong
      ii. Courtney Wong
      iii. Alyssa Nowlen
      iv. Saba Amid

II. **New Business**

III. **Old Business:**
   a. University and Academic Affairs Outreach
      i. Open Forum in Committee Meetings – December 6th
         i. Print Flyers
      ii. SGA Blackboard Page
   a. Study Space on Campus
      i. Survey is going live on Friday December 1st until Sunday December 17th.
   b. Sustainability on Campus
      i. Encourage students to bring their own cups to Starbucks
         i. Cocoa and Conversation Event is week before Finals (Monday and Thursday 10am-12pm)
         ii. Supplies are here.
         iii. Send out a sign-up sheet.
         iv. Create Facebook Event.

IV. **Senator Updates:**
   c. Senator: Courtney Wong
      i. Sustainability Committee meeting next week.
   d. Senator: Alyssa Nowlen
      i. Looking into creating laptop desk for the Student Union
      ii. Sent emails to certain general courses for study rooms as a test run.
      iii. TLT advisory board has a meeting on Friday
   e. Senator: Saba Amid
      i. Meeting with the FCA on Sunday
      ii. Continue to work with Women's Advisory Group to create a Resolution for free menstrual products in bathrooms.
         i. Doing Research
         ii. Meeting with Chapman Feminist to ask what they would like to include
   f. Senator: Ansley Wong
      i. Classroom Workings Group – Complied the information from the Smith Hall Survey.
      ii. Starbucks Phone Chargers – Working on renewing the warranty.

V. **Meeting Adjournment:** Meeting concluded @ 8:43PM