**ASWSU Senate Meeting Minutes**

Thursday September 10, 2020

6:00 PM – 6:59 PM

**Meeting** was called to order at **6:00 PM** by Vice President Keelin Hovrud.

**Attendance** was taken with weekly highs and lows, 10 senators were present and quorum was met.

**New Business**

* **Pro Tempore Election**

Taylor Westphal and Spencer Knudson both nominate themselves and eacb nominee is sent to a breakout room while the other presented a small speech. Senators vote and Taylor Westphal is voted Pro Tempore unanimously.

* **Roberts Rules Quick Overview**

Important rules and things to keep in mind

* **Committees**

Wellness Committee is now taking over suicide prevention efforts. See emailed document for full details on committees. Please email Vice President Hovrud your top 3 committee choices by Thursday, September 17th.

* **Reaching out to Constituents**

Previously, senators were able to go into classrooms to introduce themselves

2 options: Introduce yourself using a program Facebook page or if a professor allows, go into a zoom meeting.

You can create an email chain if requested prior to deadline by contacting Jim Mohr at \_\_\_correct email for this exact problem\_\_\_

Constituency report overview

Programs are able to send a poll to students to gain insight on where students are attending school via Zoom if they would like to use that information.

* **Senate Funding Process and Request Form**

<https://spokane.wsu.edu/studentinvolvement/cougsync/>

Keep an eye out for any needs within the program so we are able to inform students on how to request funding for. We as a senate, will approve request and set fairness rules if needed.

How to view the document:

Go to student involvement page on Spokane.wsu.edu

Senate funding request form

Highlight that the request must be given in advance

Students may be asked to present in front of the Senate to further explain why the request is being made.

After the meeting, we will send out an email informing them if they have been approved or denied and let them know why

Committees are a great way to get involved, spread the word to your program!

* **Official Emails and Office Hours**

 How to get to Office emails:

Open student outlook account

Click on profile picture

Open another mailbox

Type out positions email

Office hours:

Create a Zoom link

1 hour previously scheduled on Zoom and 2 hours by appointment

* **Mission Statement**

Past Example: “Our ASWSUHS Senate aims to promote a culture of inclusion, engagement, and collaboration across all programs. We intend to accomplish this objective through visibility and open communication.”

**Closing Remarks**

Campus Pantry Location Change

Tuesday and Thursdays 11:30-1:30 in HSB110

Before concluding the meeting, questions and concerns were addressed. Having no further business, the meeting was then adjourned at **6:59PM**.