

**Florida Atlantic University
Student Government
Boca Raton Executive Branch**

Governor's Administrative Cabinet Meeting

Date:

Time: 12:00 P.M

Building: UN

Room: SAI Conference Room

<h2 style="margin:0">AGENDA</h2>

1. Call to Order – 2:19 pm

2. Roll Call
 - a) Luke Turner – P
 - b) Karina Cruz – P
 - c) Dennisha Smith – P
 - d) Gabrielle Webb – P
 - e) Meesha Trivedi – A
 - f) Thalia Rivera – P
 - g) Elijah Colas – P
 - h) Lains Albert – A

3. Approvals
 - June 22nd Minutes – Cruz, 2nd Smith
 - July 6th Agenda – Webb, 2nd Cruz

4. Senior Staff
 - a) Chief of Staff – please send email of your fall schedule; created mobile Owl card survey
 - b) Campus Treasurer – fiscal trainings approved
 - c) Marketing Director – in the works of CVS Pharmacy vending machine

5. Program Director Reports
 - a) Meesha Trivedi (SAVI)

- b) Thalia Rivera (PB) – Hiring full staff (Associate Director, interns for chairs (4))
 - c) Elijah Colas (MP) – Associate Director starts Monday, recruiting a Marketing Director and secretary, hired a program coordinator
 - d) Lains Albert (NO)
6. Governor’s Report – hiring COSO Director, meeting with Stacy Vulnik and Career Center liason

7. Advisor’s Report –

- Highs and Lows for the week-Everyone?
- Do not work more than the allocated number of hours listed in the budget without prior approval
- Clock-in and out at front desk
 - Make sure that you take a break if you work 5 hours straight
- Florida Student Government Institute, we will discuss at Senior Staff Meeting
- Communication Cc me on all emails
- Currently Scheduling Marketing Training with Greg Hedgepeth for all marketing directors
- Currently Scheduling Treasurer Training with ASAB Office for all marketing directors

8. Reminders/Announcements

A) If Absent, All reports are due the Wednesday at 5pm prior to GAC Meetings on Fridays

B) There will be no one on ones since GAC Meetings are on a weekly basis, but if you will not be present at a GAC Meeting, it is imperative that you schedule a One on One with the Chief of Staff or Governor Prior to the GAC Meeting

C) Next GAC Meeting is _____

9. Additional Information?

10. Final Roll Call

- a) Luke Turner – P
- b) Karina Cruz – P
- c) Dennisha Smith – P

- d) Gabrielle Webb – P
- e) Meesha Trivedi – A
- f) Thalia Rivera – P
- g) Elijah Colas – A
- h) Lains Albert – A

10. Adjournment – 2:56 pm