

A.S. Office of the President  
Meeting 1/18/12 Wednesday at 9:15 PM

REMINDERS

- Send reports to Sarah and Harrison
- **BY TOMORROW THURSDAY 1/19** - If you haven't, provide Kiana and/or Brady on website bio/pictures as well as feedback/revisions
- **BEFORE FRIDAY 1/20** – email Sarah and Harrison a paragraph for the trifold about your project, provide photos if available
- First workshop with Sarah – **SUNDAY 1/22 at 5pm in Nati conference room**

Agenda:

1. Roses and Thorns
2. Finalize tabling discussion (creation of the demonstrative, schedule, handouts, etc)
  - Tabling starts next week! (Week 3) from 10-2
  - **IDEA:** Use google doc? Get schedules from everyone and provide notes
  - Come equipped with handouts, trifold, candy, mailing list to get e-mails?
    - Trifold = comprised of all projects going on in the office.
      - **BEFORE FRIDAY (January 20th)** = email Sarah and Harrison both a paragraph/something displayed on this trifold regarding your project(s). Provide pictures if available.
  - **Reports** – better and more efficient for meetings to do reports via the web, email BOTH SARAH AND HARRISON – ideally to construct agenda to distribute to everyone IF NEED BE – cuts out ~45 minutes of meeting that can be replaced getting there.
    - **STARTING NEXT WEEK!!!!!!!! NOT OPTIONAL!!!!!!!! REQUIRED AND IS IN PLACE OF YOUR REPORTS GIVEN DURING MEETING TIME! IF YOU MISS ONE, HONORARIA WILL BE DOCKED DUN DUN DUN**
3. Overview of workshops (first one being this Sunday 1/22)
  - Relay information of workshops to fellows
  - Collaborative effort – Keep in contact with fellows, remain fellows to BE THERE (no excuses)
  - Sundays at 6-7pm
  - **Sunday 1/22 at 5 PM – First Workshop in NATI CONFERENCE ROOM with Sarah**
4. Any other announcements
  - Website
    - Brady's fellow, Kiana, needs feedback:
      1. What we want from what we have already – needs information
      2. Under current projects: has stuff, but description is looking a bit bare

3. Name, Title, What you're responsible for, Year, Major, Statement of what you're doing with position, activities/committees,
4. Solid paragraph of project(s)/description of position
5. Need picture and content from **Yoel, Brady, Abby, and Alejandro** on the website BY END OF TOMORROW (**JANUARY 19, THURSDAY**)
6. Give general feedback with website appearance to Brady

5. Collective ASOP Breath