



## Communication Committee Agenda

Date: Monday, December 5th, 2022

Start Time: 11:30AM

End Time: 12:30PM

Location: SU-203 / Zoom

Mailing Address: 1140 W Mission Road San Marcos, CA 92069 | Telephone: (760) 744-1150 Extension: 2594 |

Student Life & Leadership Director: Sherry Titus, email: [stitus@palomar.edu](mailto:stitus@palomar.edu)

Website: <https://www2.palomar.edu/asg/>

The Associated Student Government reserves the right to modify the order of business as it deems appropriate.

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**Chair: Karina Chavez H.**

**Vice-Chair: Charis Kinoshita**

**Secretary:**

**Board Members:**

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### **1. CALL TO ORDER**

- a. Call to Order
- b. Roll Call
- c. Welcome and Greetings
- d. Announcements

### **2. APPROVAL OF MINUTES**

- a. Day, Month Date, 2022 [committee name] Committee. *The Executive Committee will consider for approval the minutes from the Executive Committee meeting.*

### **3. ORAL COMMUNICATIONS**

Speakers shall be limited to a total of two (2) minutes each. Fifteen (15) minutes shall be reserved at this time for members of the public to address the Board on matters within its jurisdiction, which do **not** appear on the agenda. Please sign in before the meeting begins or let the Chair know you wish to speak.

**4. INFORMATION ITEMS**

Discussion – 5 minutes per item

a.

**5. UNFINISHED BUSINESS**

Action/ Discussion – 10 minutes per item

- a. Creating a banner for asg comet hour- discussing banner ideas to let students know about comet hour
- b. Winter fest- going over on ways we can start promoting winter fest throughout campus, like putting out flyers in different departments and creating posters
- c. Discussing how asg can better promote events, using the TVs in the student union, having departments work with asg on promoting future events
- d. Food Survey- creating ideas on how we can promote food survey to students, what other questions should we be asking

**6. NEW BUSINESS**

Action/ Discussion – 10 minutes per item

- a. Brochure- discussing on possible template ideas for spring 2023, holding a photo day event with asg members
- b. Promoting comet hour- discussing the idea of creating a new page on ASG website about comet hour schedule, creating QR codes stickers that can be put on tables so students have access to when comet hour take places for spring 2023

**7. VACANCIES/RESIGNATIONS**

a.

**8. OFFICIAL REPORTS**

- a. Chair:
- b. Vice-Chair:
- c. Secretary:
- d. Board:

**9. ADJOURNMENT**