

STUDENT SENATE FOR CALIFORNIA COMMUNITY COLLEGES



1121 L Street, Suite 600, Sacramento, CA 95814

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www.sssccc.org

Communications Committee | Regular Meeting Agenda | March 31, 2024 at 12:30 PM

NOTICE IS HEREBY GIVEN that the Communications Committee will hold a **Regular Meeting** on **March 31, 2024 at 12:30 PM via 2058 N. Mills Ave. Claremont, CA 91711 & Teleconference**. The Communications Committee reserves the right to suspend the orders of the day if necessary to conduct business. All meetings are held in locations that are wheelchair accessible. Other disability-related accommodations will be provided to persons with disabilities upon request. Persons requesting such accommodations should notify the Student Senate for California Community Colleges Vice President of Communications, Dani Silva at vpc@ssccc.org no less than three working days prior to the meeting. The Student Senate for California Community Colleges will make efforts to meet requests made after such a date, if possible. Please contact the SSSCCC Vice President of Communications for any agenda-related questions.

Pursuant to Government Code §54957.5: Supplemental materials distributed less than 72 hours before this meeting to a majority of the SSSCCC Board of Directors will be made available for public inspection at this meeting. Materials prepared by any Board of Directors member and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents will also be posted within the respective [Google Drive](#).

Please note that the full Agenda packet, which contains all attachments & reports, is available and hyperlinked below within "Agenda Materials":

Meeting Location: Via Zoom Teleconference

[Join Zoom Meeting](#)

Call-In Info:

(US) +1 669 444 9171

Meeting ID: 867 8616 7261

[Agenda materials](#)

Committee members will be attending via teleconference from the following locations

Note: While teleconference locations are listed below, if a member does not participate from a teleconference location that location may not be open to the public.

- 1440 Broadway Ave Oakland, CA 94612 7th floor
- 701 S Mt Vernon Ave, San Bernardino, CA 92410 (CC-Student Senate offices) 23
 - 1975 Bruce Rd Apt 131 Chico California 95928
- 300 W Los Angeles Dr Apt H5, Vista, CA 92083
 - 2058 N. Mills Ave. Claremont, CA 91711
 - 12533 Mustang Dr. Poway, CA 92064
 - 1317 Spyglass Dr. Lemoore, CA, 93245

I. ORDER OF BUSINESS**A. Call to Order****B. Roll Call**

| Members | |
|------------------------------------------------------------------------|--------|
| VP of Communications (Chair) Dani Silva | |
| Vice Chair | vacant |
| Communications Officer I | vacant |
| Regional Affairs Director I Lisa Baker | |
| Communications Officer II Wendi Taliferro (Her/Hers) | |
| Communications Officer III | vacant |
| Regional Affairs Director III Kevin Ruano Hernandez (He/Him) | |
| Communications Officer IV Priscila G de Franca Moreira | |
| Communications Officer V Jose Garcia | |
| Regional Affairs Director V Joshua Simon | |
| Communication Officer VI Elena Fuentes (She/Her) | |
| Communications Officer VII | vacant |
| | |

| | |
|---------------------------------------------------------------------|--------|
| Communications Officer VIII | vacant |
| Regional Affairs Director VIII Raven Cantoran | |
| Communications Officer IX | vacant |
| Regional Affairs Director IX Dyami Ruiz-Martinez (He/Him) | |
| Communications Officer X Namod Pallek Kankanamge | |

| Ex-Officio Members | |
|--------------------------------------------------------|--|
| President Cassandra Flandre-Nguyen (She/Her) | |
| Vice President Ivan Hernandez (He/Him) | |

C. Adoption of the Agenda | 3 mins.

The Communications Committee will consider any amendments to the agenda.

D. [Approval of the Minutes](#) | 3 mins.

The Communications Committee will consider for approval the minutes from the [December 6, 2023 meeting](#).

E. Public Comment

This segment of the meeting is reserved for persons desiring to address the SSSCC Communications Committee on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The SSSCC Communications Committee may briefly respond to statements made or questions posed, however, for further information, please contact the SSSCC VP of Communications at vpc@ssccc.org, to request items of discussion to be placed on a future agenda. (California Government Code §54954.3).

II. STANDING ITEMS

A. Roundtable

(Committee | 15 mins. | Discussion)

The Communications Committee will discuss topics of interest pertaining to the Newsletter . New Comms Officers Welcome.

B. Regional Social Media Content

(VPC Silva | 10 mins. | Discussion)

The Communications Committee will discuss and review possible content for the regional social media accounts and upcoming newsletters, and visit regional folders.

C. SSCCC Website

(Committee | 10 minutes | Discussion)

Committee will discuss website and provide feedback on structure and offer recommendations to improve user experience

D. Engagement and Outreach

(VPC Silva | 10 mins. | Discussion)

The Communications Committee will discuss developments geared towards engagement and Outreach.

100% Activated

SSCCC FollowsMe

III. BUSINESS

A. Vice Chair Elections

(VPC Silva | 10 Mins. | Discussion/Action)

The Communications Committee will consider electing a vice chair from its membership and discussing promotion and recruitment to fill vacant Comms positions within regions ahead of GA.

B. Communications Committee Meta/ IG data analysis/ template share and brainstorming to update Master Excel Spreadsheet

(VPC Silva | 20 mins. | Discussion)

The Communications Committee will be presented with an orientation to the Communications Committee templates bank and discuss adopting new templates and agree on (pg min/max) and special branding ideas for GA.

C. Monthly Regional Review of newsletters & Canva folders

(VPC Silva | 10 mins. | Discussion/Action)

The Communications Committee will review recent newsletters/ discuss and share feedback. Brief review of usage of Canva folder and correct approval process.

D. Future Meeting Times

(Committee | 5 mins. | Discussion/Action)

The Communications Committee will discuss and potentially approve future meeting times for the regular comms committee meetings.

IV. COMMUNICATIONS FROM THE FLOOR

This time is reserved for any Communications Committee Member to make announcements on items not on the agenda. A time limit of two (3) minutes per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.

V. ADJOURNMENT