

**EXECOM Meeting  
August 22, 2016  
6:00pm-7:30pm**

<b>Name</b>	<b>Position</b>
Zed Laqui	USG President
Karl Ong	Vice President for Internal Affairs
Reigner Sanchez	Vice President for External Affairs
Monica Otayza	Executive Secretary
Brian Chen	Executive Treasurer
Celina Cruz	CED CP
Justine Basco	COE CP
Kyle Junsay	SOE CP
Gabbie Perez	CLA CP
Jorge Francisco	CCS CP
Kristian Sisayan	STC CP
Rizza Tan	COB CP
Chloe Cheng	SOE CP

<b>Agenda</b>	<b>Descriptions</b>	<b>Deliverables</b>
1.1 Organisational Chart Alignment (Deadline & RIG)	<ul style="list-style-type: none"> <li>- One EB Office (Staple Committees)</li> <li>- Rules of Internal Governance (next week)</li> </ul>	<ul style="list-style-type: none"> <li>- Org Chart from CPs (Descriptions needed)</li> <li>- <b>Org Chart Deadline: August 24, 2016 (Wednesday)</b></li> <li>- <b>RIG Deadline for ALL due on August 31, 2016 (Wednesday)</b></li> </ul>
1.2 Recruitment Week (Deadlines)	<ul style="list-style-type: none"> <li>- USG Online Recruitment (1 USG recruitment, EB and per College)</li> <li>- Pre-Acts to be passed on the 31st</li> <li>- Kits for Applications (Centralized in Execom group)</li> </ul>	<ul style="list-style-type: none"> <li>- <b>OSEC: Make application kit and send by August 24, 2016.</b></li> <li>-</li> <li>- <b>OPRES: Pre-Acts passed on August 31, 2016</b></li> <li>- <b>Online Recruitment: August 31 - September 9, 2016.</b> Interviews to follow.</li> </ul>
1.3 Adjustment Schedule (September 1 and September 12, 2016)	<ul style="list-style-type: none"> <li>- Proposal (Karl): Mandatory <a href="http://ask.fm">ask.fm</a> accounts per college.</li> <li>- Internal Volunteer System (Google Forms for all outgoing USG Units)</li> <li>- Coordinate with current CPs</li> </ul>	<ul style="list-style-type: none"> <li>- <b>CPs talk to outgoing CPs for adjustment plans</b></li> <li>- <b>One Google Form for Adjustment volunteers (by Karl)</b></li> </ul>
1.4 SGAR Theme (Right after ARW of CSO)	<ul style="list-style-type: none"> <li>- ARW, third week of September</li> <li>- SGAR has USG Week/USG 101</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Proposed themes for SGAR for next Execom Meeting</b></li> </ul>

<p>1.5 LPEP Initiatives (Booth for USG, Video Integration, Speech)</p>	<ul style="list-style-type: none"> <li>- Rizza and Brian can't go.</li> <li>- Booth: "Welcome to La Salle" <ul style="list-style-type: none"> <li>— Pokemon trainers/Pokemon</li> <li>— Freebies by Rizza</li> </ul> </li> <li>- Speech by Zed: Introduce the Execom</li> <li>- Video integration by OSEC</li> <li><b><u>NUMBER OF ENROLLED 116</u></b></li> <li>- CCS 69</li> <li>- CED 151</li> <li>- CLA 430</li> <li>- COB 231</li> <li>- COE 172</li> <li>- COS 22</li> <li>- SOE 48</li> </ul>	<ul style="list-style-type: none"> <li>- Mandatory CP attendance</li> <li>- <b>OSEC:</b> Booth design and schedule</li> <li>- <b>OSEC:</b> Video</li> <li>- Sponsors/freebies care of Rizza and Gabbie</li> <li>- OPRES/USG Freebies in the office</li> <li>- <b>OSEC:</b> USG fliers</li> <li>- Gabbie check for fans</li> <li>- In need of Creatives head for booth</li> <li>- <b>August 30-September 1:</b> Props Making</li> </ul>
<p>1.6 Teacher's Month Initiatives</p>	<ul style="list-style-type: none"> <li>- September 5-October 5</li> <li>- September 2 - Presentation of Teacher's Month Initiatives</li> <li>- No timeline of activities, but colleges need to have initiatives on that month (you may tie up with CSO)</li> <li>- September 30 - Pillar of Lasallian Educator Awards (Formal event for Professors)</li> <li>- Video comprised of all colleges (1 video per college — collated by OSEC)</li> <li>- Token — EB Effort</li> </ul>	<ul style="list-style-type: none"> <li>- <b>Execom:</b> Initiatives per college by September 1, 2016</li> <li>- EB presents proposals by September 2, 2016</li> <li>- Awards Night (September 30) - Execom is invited</li> <li>- <b>Execom:</b> Videos for professors by colleges to be posted online due by September 23, 2016</li> <li>- <b>OSEC:</b> Merged video for Awards night</li> <li>- <b>OVPIA:</b> Google Sheets for Initiatives</li> </ul>
<p>1.7 Dates to Remember</p>	<ul style="list-style-type: none"> <li>- September 2: Pep Rally</li> <li>- September 5-6:LPEP</li> <li>- September 8-10: LEAD</li> <li>- August 31 - September 9: Online USG Recruitment</li> <li>- September 5 - October 5</li> <li>- September 23 - Unite: A Frosh Party</li> </ul>	
<p>1.8 Tentative Weekly Execom Meeting</p>	<ul style="list-style-type: none"> <li>- Jorge: Monday or Wednesday night</li> <li>- Justine: Wednesday/Thursday night or Friday afternoon</li> <li>- Cel: Out at 4/5:45 every day</li> <li>- Kristian: Monday-Friday (Tuesday/Thursday preferably) free at night</li> <li>- Kyle: Free at night</li> <li>- Gabbie: Adjustment</li> <li>- Rizza: Any day (after 4 or night time)</li> <li>- Chloe: (Monday and Wednesday - 6pm onwards, TH - before 6pm)</li> </ul>	

1.9 Electeds Directory and Photos	<ul style="list-style-type: none"> <li>- Please text your kids to fill up the directory and schedules by tonight, August 22.</li> <li>- Please collate photos per college (black and white — hopefully in corporate attire)</li> </ul>	<ul style="list-style-type: none"> <li>- Text kids re: Directory and Schedules</li> <li>- Collate photos per college (Black and White) by August 23, 2016</li> <li>- OSEC: Text Kristian</li> </ul>
2.0 Entry Permits for USG Officers (Sheets)	- To be posted by tonight.	- OSEC: Make GDoc
2.1 Other Matters	<ul style="list-style-type: none"> <li>- <b>NUSP Meeting:</b> <ul style="list-style-type: none"> <li>— Press Conference (August 24, 2016 10:00am): Extra Judicial Killings and Marcos Burial</li> <li>— August 25, 2016: Tangible effort (Coordinate with Ley La Salle)</li> </ul> </li> <li>- September 16: Tentative SCRAP schedule</li> <li>- Letter from OTREAS on Wednesday re: Achiever’s Fund Request (Asking for funding from the Admin)</li> <li>- <b>STC Tours (Hangar - COE, Clean Building - COS) — September</b></li> </ul>	<ul style="list-style-type: none"> <li>— Do not go to the press conference without proper data from the students.</li> <li>— Reigner: Contact Ley La Salle</li> <li>— Kyle and Justine, contact Kristian</li> </ul>