Training 07/12 : (Saturday and Luis was there, we didn't have an actual agenda and I have discussed this with Luis and Sandy)

Meeting: 7/14 we didn't have anything on this date

Meeting: 8/29 at 1:30pm Shea recorded this

**Department of IDEA – Meeting Minutes**  
**Date:** Monday, August 11, 2020  
**Time:** 3:03 – 3:18 PM  
**Location:** Joe Crowley Student Union, Room 324

**[00:00] Director:**  
OK guys hi, I call this meeting to order on Monday, August 11th, in the Joe Crowley 3/24 at 3:03 PM. … OK perfect, we’re good.

**[00:01] Director:**  
We will now move on to line item 2: roll call.

**[00:02] Roll Call:**

* Director Navarte: Present
* Assistant Director Rock: Present
* Commissioner Project: Campbell: Present
* Commissioner Movement: Mummalaneni: Present
* Commissioner Ottaviano: Present

**[00:03] Director:**  
Line item 3: Land Acknowledgement

**[00:05] Director:**  
Line item 4: Public Comment. *None.*

**[00:06] Director:**  
Line item 5: Minutes. None to approve.

**[00:07] Director – Report:**

* Sent $4000 for Northern Nevada Pride.
* Carmina confirmed $1000 from Exec Board.
* Meeting with Carmina re: grant changes → will discuss next meeting.
* Emailed Dean of Innovations HS re: volunteer opportunities with IDEA.
* Issue with prior fiscal year IDEA scholarship/grant recipient → resolved.
* Collaborating with other campus partners (special thanks to Sandy).

**[00:10] Assistant Director Rock – Report:**

* Updates on internship coordination committee.
* Internship application opened in July.
* Preparing to upload IDEA intern post on Instagram.
* Wants to streamline department communication & processes.
* Notes about interview process, possibly revising IDEA framework.

**[00:13] Commissioner of Social Justice – Landini:**

* Finalizing social justice packet (third draft).
* Plan to send to Jaden → printing + online QR code.
* Stapling “Know Your Rights” cards to packets.

**[00:15] Commissioner of Event Planning – Campbell:**

* Attending collaboration meetings with China.
* Communicating with Dean of Innovations HS about internship proposal.
* Regularly updating department calendar & collaborators.

**[00:17] Commissioner of Marketing & Outreach – Octaviano:**

* Working with Inkblot to design IDEA stickers for club fair.
* Finalized designs (3-inch stickers).
* Printing in progress → ready before club fair.

**[00:19] Director:**  
Line item 7: Old Business. *None.*

**[00:20] Director:**  
Line item 8: New Business.

* **Budget Approval – Northern Nevada Pride (Sept 6, 5:50 PM).**  
  Motion to approve $5,394.04.  
  Seconded by commissioner.  
  Motion passes.
* **Budget Approval – Suicide Prevention Tabling (Sept 8, 12–3 PM).**  
  Motion to approve $296.57.  
  Seconded by Commissioner Campbell.  
  Motion passes.
* **Debriefing Meetings Discussion.**
  + Director suggests setting regular debriefs after events.
  + Discussion about Nevada Open Meeting Law → debriefs can be listed as “Old Business” under specific events.
  + Agreement: use old business to debrief future events (e.g., Pride, Suicide Prevention tabling).

**[00:30] Public Comment (for the record):**

* Roll call must come first after opening to confirm quorum.
* If quorum not met → meeting ends immediately.

**[00:32] Director:**  
Line item 10: Adjournment. Meeting adjourned at 3:18 PM, August 11, 2020.

**Transcription**

OK guys hi I call this meeting to order on Monday August 11th in the Joe Crowley 3/24 at 3:03 PM because you're gonna need really preserve hello OK perfect we're good OK we will now move on to line item 2 land accomplishment we acknowledge that the university of Nevada Reno is situated on the traditional homeland welcome just do roll call OK let's do roll call ohh OK OK we'll now move on to it's that's line item three though no it's line item 2 I have I have the one that you gave me this is the one you sent that one ohh OK because I'm reading off of the script yeah so too OK it happened right after you called the meeting OK we'll now move on to line item 2 roll call director department present and then assistant director rock commissioner project invent Campbell present commissioner moment landini president and commissioner had yano hello yeah OK perfect OK and then we'll now move on to line item 3 land acknowledgement we acknowledge the university of Nevada Reno is situated on the traditional homeland of new moon washu neway nuvu people's these lands continue to be a gathering place for indigenous peoples and we recognize their deep connections to these places we extend our appreciation for the opportunity to live and learn on their territory OK we'll now move on to line item four public comments is there any public comment at this time OK seeing none we'll now move on to line item 5 minutes there are no minutes to approve then we'll now move on to line item 6 reports um I'll go first So what I've been doing so far is that I have sent out a $4000 for the OR yeah $4000 for northern Nevada pride umm I did talk to karmina and she said that she will be happy to get the 1000 off of the exact board um and then so yeah we will be donating $4000 I have met with carmina in regards to grant changes so we'll need during this fiscal year We will be discussing that next meeting that's OK um I think um her and then I have been emailing the Dean of innovations high school as well in regards to letting high school volunteers to the department of IT we will also discuss that next meeting and then there was some trouble last fiscal year in regards to the awardee recipient for scholarships slash grants for department of idea we did figure out a way how to give that recipient scholarship or their grant money um so that has been taken care of and then honestly I have been just collaborating with other works in campus and sandy's you know has been there as well so thank you sandy and then yeah that's that's pretty much it and the D let's see do you guys have does anyone have any questions seeing none um moving forward to assistant director rock yeah so I'm just gonna go over something real quick updates about what's been going on with it intern internship process I've been meeting with the internship coordination committee only directors and Gabby of course do you want to pass some of the important dates like application opening back in July but we have some more things to look forward to you like preparing to upload our ideas idea intern post on Instagram so if we get a chance we'll do would be a good time to just check who what were you doing put on there for like to a good degree model of work and I just sort of streamlined everything that we want going on in our department and that sort of goes into some other things that I want to mention about the interview process especially creating like a department introduction I can go over that anytime that's not really in the budget but there's a couple of other things as well perhaps rewriting the idea for OK guys alright I call this meeting to order on things like Monday August 11th in the Joe Crowley 3/24 at 3:03 PM there's nobody wearing prison hello OK perfect we're good OK we will now move on to line item 2 land of publishment we acknowledge that the university of Nevada Reno is situated on the traditional homeland welcome just do roll call OK let's do roll call ohh OK OK we will now move on 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especially creating like a department introduction I can go over that anytime but it's not really yeah basically in the budget but there's a couple of other things as well perhaps rewriting the idea

Just keeping up with the committee and helping them lead with them again on the website to start like reestablishing service and whatnot and so far everything is going through all kinds of problems OK are there any questions OK seeing none moving on to commissioner of social justice the end um tell me if I'm wrong move my momma name OK momma landini's yeah OK OK so I've been working on this for social justice package I think yeah I just finished the third group which I'm thinking it's gonna be the final draft and then we're gonna I'm gonna talk to Jayden and get it sent over to inbox then we can talk about printing and also making it QR code for an online version of it and then when it's everything's printed I'm gonna staple the know your rights cards to the social justice packets thank you for doing that are there any questions all right seeing none moving on to commissioner of event planning their council so I've been alongside with China attending all the meetings for collaboration opportunities I've also been in communications with the Dean for the high school who originally proposed the internship with idea um and I've been regularly updating the calendar and being in communications with all of our great collaborators are there any questions OK seeing none moving on to commissioner of marketing and outreach octaviano yeah that's sorry OK there you go and then working with inkblot for getting the design for our stickers for the club fair and all the later this month so our designs have been finalized and approved and we've gone with three inch stickers and those should be from their way to get printed and we should be getting them before their club there are there any questions alright seeing none um moving on to OK let's see OK rule #1 two line item 7 old business um honestly there are none so are there is no old business to be discussed at this time we will now move on to line item 8 new business so the department will discuss the budget for the northern Nevada pride for September 6 at 5:50 PM let me see one SEC OK OK all right so am I I'm seeking the motion that's right OK I am seeking a motion to approve the budget for northern Nevada pride 5 ohh 4394 and four cents and then someone says second by commissioner Oh my God I am so sorry I still can't pronounce it right alright um OK all those in favor say a all those opposed say nay any abstentions say OK and then #1A OK OK perfect um with that the motion passes OK the next um alright and then the department will discuss the budget for the suicidal prevention tabling on September 8 from 12:00 PM to 3:00 PM let's see I am seeking a motion to approve the budget for suicidal tabling for $296.57 I second and second by commissioner Campbell all those in favor say aye all those opposed say nay any abstentions say ohk OK and that the motion passes OK OK and then moving on to the department will now discuss the set of scheduling for debriefed after events so I what I really want to do this fiscal year I don't know if you guys like agree with me on this but the light keeps going up um and so umm I don't know if you guys agree with me on this but I really want us to have a set of schedule where like we can just meet after events it could be just you know every Friday or every Thursday Wednesdays would however you guys want you guys don't have to tell me your schedule but honestly I think it would be better for our department to kind of meet after like our events um maybe like twice every or once a month do you guys agree or maybe once a month 3 \* a month whatever it gets worse what do you think I think it would be nice to debrief afterwards so I feel like maybe once or twice a month like we could do one in the middle of the month and then one at the end OK OK when you speak ohh yes so there's a difference when you're talking about holding regularly scheduled meetings you're subject to Nevada open meeting which means you would have to post an agenda it might be nice to you is that you added debriefing meeting to the end of the event yeah because then that falls under essentially the event itself I know I know it's a nuanced difference but because you're a public body yeah you have to be as public as possible at the end of an event saying hey let's debrief and make sure we did everything right not not a public meeting ohh does that make sense yeah yeah definitely yeah OK OK I'm not stopping you from an older meeting as a matter of fact under old business you can list let's debrief about yeah whatever so say I have a question so then if it's kind of like a debrief about the previous events I don't have to make that as public right now if you're doing it during the event itself but if you're gonna hold the whole meeting to discuss like a number of events yes it would have to be yeah yeah on an agenda which is why I'm saying I'm not opposed to you doing this it would just fall under old business yeah let's take time to debrief this event ohh OK I got time to debrief yeah just like you've listed northern Nevada pride suicide prevention sealing etcetera when all this is over you could list those under old business and then say debrief ohh love then the kind of pride debrief up right OK thank you OK then we'll just we'll probably just debrief every like meetings or public meetings for like whole business yeah OK OK so now we will now move on to line item four public comment is there any public comment at this time yes it's just for the record given the character based incentive for speaking engagement the only reason roll call has to come first yeah is because if you can't ascertain quorum the meeting has to end right there you don't get to read the lantic not you don't get to do anything so it's always opening the meeting and then roll call immediately OK if you don't have quorum we shut the meeting down OK gotcha OK thank you we'll now move on to line item 10 because everyone's favorite adjournment i joined this meeting at 3:18 on august 11th of 2020