

# STUDENT SENATE FOR CALIFORNIA COMMUNITY COLLEGES



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## Communications Committee Retreat & Training | December 13, 2020 at 1:30PM

**NOTICE IS HEREBY GIVEN** that the Communications Committee will hold a **Retreat and Training** on **12/13/2020 at 1:30 PM via Teleconference**. The Communications Committee reserves the right to suspend the orders of the day if necessary to conduct business. **All Communications Committee** 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, Brianna Ross at [vpc@studentsenateccc.org](mailto:vpc@studentsenateccc.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 date, if possible. Please contact the SSCCC Vice President of Communications for any agenda related questions. (pursuant to Executive Order N-25-20). Please use the call-in information below to access the meeting during the time noted.

Teleconference
<p><b>Join Zoom Meeting</b> <a href="https://cccconfer.zoom.us/j/865614878">https://cccconfer.zoom.us/j/865614878</a></p> <p><b>Call-In Info:</b> <b>+1 669 900 6833 (US Toll)</b> <b>+1 646 876 9923 (US Toll)</b></p> <p><b>Meeting ID:</b> <b>865 614 878</b></p> <p><b>Agenda Materials:</b> <a href="#">Google Drive Folder</a></p>

Members	Call-In Location
<b>VP of Communications (Chair)</b> Brianna Ross	
<b>Comms Officer X)</b> Jorge Silva	
<b>Communications Officer I</b> Jack Hill	
<b>Communications Officer II</b> Allison Schiffmaier	
<b>Communications Officer III</b>	

Communications Committee Retreat & Training | December 13, 2020 at 1:30 PM

Katrina Fermanto	
<b>Communications Officer IV</b> Doyeon (Iris) Kim	
<b>Communications Officer V</b> Angela Van Gilder-Murray	
<b>Communications Officer VI</b> Pauline Nassar	
<b>Communications Officer VII</b> Leonardo Gonzalaz	
<b>Communications Officer VIII</b> Franz Kieviet	
<b>Communications Officer IX</b> Joseph Candelaria	

**I. ORDER OF BUSINESS**

**A. Call to Order**

**B. Roll Call**

**C. Adoption of the Agenda**

**D. Consent Agenda**

1. [October 24, 2020 Minutes](#)

*The Communications Committee will consider for approval the minutes from the October 24, 2020 Communications Committee meeting.*

**E. Public Comment**

*This segment of the meeting is reserved for persons desiring to address the SSCCC 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 SSCCC Communications Committee may briefly respond to statements made or questions posed, however, for further information, please contact the SSCCC VP of Communications at [vpc@studentsenateccc.org](mailto:vpc@studentsenateccc.org), to request items of discussion to be placed on a future agenda. (California Government Code §54954.3).*

**II. TRAINING**

**A. Introductions**

**(Committee | 10 mins. | Discussion)**

*The Communications Committee will have introductions for new and current members.*

**B. Breakout Groups - Share your experiences in communications**

**(Committee | 10 mins. | Discussion)**

*Communications Officers will go into breakout rooms for further discussion of their experiences in communications and share insight.*

**C. Tools and Tips - Canva Tour/Social Media/Outreach  
(VPC Ross | 20 mins. | Discussion)**

*A brief tour of Canva will be given in conjunction to social media practices and helpful ways to assist your RAD.*

**D. Accessibility in Communications - Pair Presentations  
(Committee | 25 mins. | Discussion)**

*Members will be assigned a topic related to accessibility to work in partnerships and present to the committee.*

**E. Minutes & More  
(VPC Ross | 15 mins. | Discussion)**

*A comprehensive overview of recording minutes will be given.*

**F. Regional Responsibilities  
(VPRA Blevins | 15 mins. | Discussion)**

*VPRA Blevins will give an overview of important regional responsibilities relevant to Communications Officers.*

**G. Chairing and Managing Internal Committees  
(IPE Azim | 15 mins. | Discussion)**

*IPE Azim will provide helpful tips on chairing successful internal committee meetings and inform chairs of associated responsibilities.*

**H. Debriefing - What's Next?  
(Committee | 15 mins. | Discussion)**

*Communications Officers will go into breakout rooms and discuss their own communications initiatives and regional efforts in small groups.*

**III. COMMUNICATIONS FROM THE FLOOR**

*This time is reserved for any Region VI Officer or Delegate to make announcements on items not on the agenda. A time limit of two (2) minutes per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.*

**IV. ADJOURNMENT**