

## DASB MARKETING & COMMUNICATIONS COMMITTEE

MINUTES | [www.deanza.edu/dasb](http://www.deanza.edu/dasb) | <https://www.deanza.edu/dasb/committees/marketing/>

Recurring meeting every Monday | Nov 16th, 2020 | 11:00 AM

Zoom Meeting Link (no password): <https://fhda-edu.zoom.us/j/4998077765>

Chair of Committee: Kirana Rafli | Contact: [kiranarafli13@gmail.com](mailto:kiranarafli13@gmail.com) or [dasbmarketing@fhda.edu](mailto:dasbmarketing@fhda.edu)

### I. Call to Order

- Kirana calls the meeting to order at 11:05am
- Seconded by Senator Fatema

### A. Roll call of Marketing & Communication Committee

Senators	Present	Absent	Late	Excused
Kirana Rafli (Committee Chair)	x			
Britney Tran (Senator)	x			
Sam Lai (Senator)	x			
Fatema Kazi (Senator)	x			
Erin Zhong (Senator)	x			
Katelyn Pan (Senator)				x
Interns	Present	Absent	Late	Excused
Aki Baidya	x			
Claire Saul	x			
Wenyi Lin	x			
Kenny Luk	x			
Huy Bui	x			
Taerim Kim	x			

### Guests:

- No guests

## **II. Approval of the Minutes**

- Britney moves to approve the minutes of the November 2nd meeting
- Seconded by Fatema

## **III. Public Announcements**

## **IV. Committee Announcements**

- Kirana: Wants canvas people to meet outside of official meetings either on Thursday or Friday.

## **V. Business Items**

### **1. Check-ins Presenter: All Time: 5 minutes**

This item is to discuss how everyone in the committee is doing and check up on each other.

- Erin: Reached out to professors and SSA advisor about Town Hall meeting. They sent emails to their students.
- Fatema: is tired, cannot sleep, needs to sleep, is losing their mind.
- Britney: doing good! Stressed about UC apps.
- Huy: doing UC apps and can't sleep.
- Aki: is doing alright. On Tuesday, posted on discord and reddit for town hall meetings.
- Kenny: working 6 day a week and 5 classes and is tired.
- Wenyi: hosted a meeting with DECA.

### **2. Town Hall Presenter: All Time: 10 minutes**

This item is to discuss the progress of town hall and where every is at in terms of their assignments.

- Britney: DNE made a Town Hall sheet. Made an event page and emailed professors. Hasn't posted on FB groups. Recommends to update forums of which professors we have already emailed.
- Kim: 50% of the professors said they will email students.
- Wenyi: 3-4 emails back from professors to announce to their students.
- Fatema: sent to honors and emailed her professors and doesn't want to email DNE.
- Claire: sent to Tony Santa Ana.
- Aki: For Discord, didn't get comments or replies, but got reactions. For Reddit, got a fair amount of upvotes and pinned on the De Anza subreddit.
- Marita: is a part of ICC and can email and post for their social media.
- Claire: forward to Mentors at De Anza.
- Kirana: only 12 students answered on the survey. Sam and Fatema are on reachout.

### **3. Newsletter**

**Presenter: Sam, Kirana, Aki,**

**Katelyn, Claire Time: 10 minutes**

This item is to discuss progress of the DASB Monthly Newsletter and preparation for the December release.

Updates:

- Kirana: suppose to reach out to DASB executives for monthly goals but hasn't done that yet. Will do it today.
- Sam: discuss social issues with Kenny. One primary issue is diversity and made a draft about how they envision diversity for DASB.
- Kenny: Has night shift on Wednesday.
- Claire: will add Mentors at De Anza draft to the google doc.

Template

- What platforms can we use for the newsletter?
- Post PDF of newsletter on the Canvas page.
- Send newsletters through student emails.
- Katelyn needs to ask permission to send to student emails but will take time.
- Conclusion: keep it on PDF for now and embed it through a hyperlink.

### **4. Housing Film Project Presenter: Kirana Time: 10 minutes**

This item is to discuss the possible housing film project with VIDA's Renter's Rights and FAPAC.

Sam motions to move onto Housing Film Project

Seconded by Fatema

- Zoey from VIDA reached out to Kirana and asked to do another housing documentary.
- Budget advocacy is being done for housing.
- Kirana will report back next week about the meeting.

### **V. Public Announcements**

Britney moves to motion to public announcements

- Kirana: in UNICEF De Anza, celebrating children's awareness day on Nov. 20 at 5-6:30pm

### **VI. Adjournment**

Kirana moves to adjourn the meeting at 11:51am Seconded by Fatema