

# MINUTES

EXEC 00-16

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## Executive Committee

Wednesday, August 9, 2000

<b>ATTENDANCE</b>	Leslie Church	President
	Christopher Samuel	Vice-President Academic
	Naomi Agard	Vice-President External
	Jennifer Wanke	Vice-President Student Life
	Bill Smith	General Manager
	Slavinka Osmanagic	Admin Assist, Exec, Recording Secretary

**Absent** Gregory Harlow Vice-President Operations & Finance (vacation)

**1. Call to Order** The meeting was called to order by Leslie at 3:08 pm.

**2. Approval of Agenda** The agenda was amended to add the following Items of Business:  
b) SFAIC (Naomi)  
c) Media Protocol (Naomi)  
d) In Camera - Personnel (Bill)

**3. Approval of Minutes** The minutes of the August 3, 2000 Executive Committee meeting were adopted by consensus.

**4. Reports** Monday only

**5. Items of Business**

**a) Logo Policy** Jenn has met with Dan and Lisa to look into constructing a Logo Policy which would standardize some of the publications the SU produces such as pamphlets, posters, ads, banners, vids, etc.

Jenn will inquire further the different options and continue to work on this. She is encouraged to use Bill, Anita, Dan and Lisa's help and ask for ideas.

**b) SFAIC**

Having a meeting today in SFAIC, Naomi noticed that the SFAIC documents when produced from the University side do not have the SU Logo. She also learned that as a result of this practice the SU started using only the SU logo.

Since the SFAIC is a service jointly funded by the University and Students' Union the Executive concluded that both the University logo and the Students' Union logo should appear on all materials produced by SFAIC.

Naomi will talk about this with Erica tomorrow. She will follow up on it in writing to the Executive.

Also, Naomi and Leslie will start working on future vision of SFAIC and what this service should incorporate.

**c) Media Protocol**

Naomi would like to be notified as the VP External if any of the SU services or businesses is asked or choose to make a statement to the media. Notifying her or the Executive before making a public statement would eliminate confusion and miscommunication within the organization. The Media Protocol would specify guidelines regarding public statements made by SU employees.

The Executive assessed the idea as excellent. Naomi will start working on making and implementing the Media Protocol for the SU. In the interim, she will send out a brief e-mail outlining the guidelines how to act in case someone is asked to talk with the media.

**d) In Camera -  
Personnel**

Meeting moved in camera.

**6. Actions from  
Minutes**

Attached

**7. Announcements**

- The COFA retreat is Saturday, August 26, 2000
- The next Students' Council meeting is Tuesday, August 15, 2000

**8. Adjournment**

Meeting adjourned at 4:25 pm.