I. Call to Order
Meeting called to order by Chair Contreras at 11:33am.

II. Roll Call

<table>
<thead>
<tr>
<th>Present</th>
<th>Absent</th>
<th>Staff</th>
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<tr>
<td>Melanie Alvarez Rojas</td>
<td>Albert Martinez</td>
<td>Freddie Sánchez</td>
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<td>Matthew Contreras (Chair)</td>
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<td>Alexandra Meza</td>
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<td>Shaileen Martinez</td>
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<td>Denise Nguyen</td>
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<td>Richard Rachman</td>
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<td>Javetta Watson</td>
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III. Approval of Agenda
Motion passed (6-0-0).

IV. Approval of Committee Minutes
M/S/P (D. Nguyen/J. Watson) Motion to approve meeting minutes for November 26, 2019.
Motion Passed (6-0-0)

V. Chair’s Report
A. Attended the Renovation & Expansion project meeting. Two ideas are being pursued a 2-story and 3-story building. Majority of committee members expressed positive thoughts about 3-story building however, we need to look at cost. Other major factors will be accounted for when making final decision, including foot traffic, feasibility of cultural center & ball room.

VI. Discussion Items
A. Ice Breaker
   i. Committee members were asked to write a funny story and other committee members were asked to identify who wrote the story.

B. Spring Semester Schedules
i. Committee Chair Contreras asked members to submit class schedules for Spring 2020.

C. Mid-Year Report (Where are we with goals?)
   i. Committee members reviewed and completed mid-year report. Mid-year report is attached to minutes.

D. Organizational Recap with F&C Committee
   i. Discussion item will be added to January/February Meeting.

E. Committee Research
   i. Committee members continued their discussion on their respective organizations. Report is being compiled individually by each committee members.

VII. Announcements
   A. N/A

VIII. Adjournment
   A. Chair Contreras a1:27pm

Respectfully Submitted by

Freddie Sanchez
Executive Secretary