

**University of Denver
Student Bar Association
Weekly Meeting Minutes**

- I.** Welcome and Call to Order
 - A. Name tag check
 - B. Approval of minutes, approved
 - C. Attendance
 - 1. Treasurer Chris Newman, absent
 - 2. 3L Day Senator Mike Bowman, Absent
- II.** New member orientation
 - A. General expectations
 - 1. Attendance policy
 - a. Notify Paul and Leonard 24 hours in advance
 - b. Or find a proxy
 - c. Allowed 3 unexcused absences each semester
 - 2. Dress code
 - a. No Gym clothes
 - b. No PJs
 - 3. Attendance at SBA events
 - a. Crucial
 - b. Please make an effort to come to as many events as possible
 - c. No attendance policy
 - B. Committees
 - 1. Communications
 - a. Chair Leonard
 - b. Communicate
 - 2. Community Relations
 - a. Chair, MJ
 - b. Events outside school
 - 3. Elections
 - a. Oversee elections
 - b. Ensures rules are followed
 - c. No chair presently
 - 4. Finance
 - a. Discuss travel, speaker, and other financing requests
 - b. Gives recommendation for Senate
 - c. Meets every Monday at noon
 - d. Chair, Chris
 - 5. Social
 - a. Planning school events
 - b. Bar review and Barristers Ball
 - c. Chair Lillie
 - 6. Deans Excellence

- a. Chair, Banafsheh
- b. Members are not on SBA
- c. Works with Dean on activities
- C. SBA Structure
 - 1. Bosses, so to speak, include
 - a. ABA
 - b. Law School, specifically Student Affairs
 - 2. Bridge for
 - a. Student groups
 - b. And individual students
- D. Robert's Rules
 - 1. Followed generally and loosely
 - 2. How to present a motion
 - a. Chair recognizes
 - b. "I move that we..."
 - c. See Parliamentary Procedure Chart for different motions
- E. Constitution and Bylaws
 - 1. Read and be familiar
- F. Finance Policies
 - 1. Budget
 - a. Treasurer recommends Senate Operation Budget to Finance Committee
 - b. Finance Committee recommends to outgoing Senate
 - c. Projected budget presented to incoming Senate
 - d. Incoming Senate Approves
 - 2. Student Org
 - 3. Travel
- III. Committee updates**
 - A. Finance
 - 1. Corporate Governance Society special event request
 - a. Networking event at Hyatt on Oct 23rd
 - b. Recommended \$250
 - c. Approved
 - d. None opposed/abstain
 - B. Dean's Excellence
 - 1. Applications in Student Affairs
 - 2. Not open to Senate members
 - 3. Deadline Sept 23rd
 - 4. Encourage students to apply
 - 5. Looking for 3 1Ls
 - C. Social
 - 1. First meeting today for Bar Review
 - 2. Meeting next week for barristers
 - D. Community
 - E. Communications
 - 1. Meet for proposed bylaws

IV. Student Concerns

A. 3rd Floor Refrigerators

1. Are cleaned twice a semester by Mike Latimer
2. Talk to him about more frequency
3. Could put up a sign
4. Clean your stuff in the meantime

B. Broken Forum Clock

1. Dead battery possibly
2. Also talk to Mike Latimer

V. Previous Business

A. SBA Shirts

1. Done in the past; worn as uniform for school events
2. Proposed style is a button up oxford
3. Better sizing
4. Do we need both shirts and name tags? Especially due to cost
5. Good idea for derby days, maybe not for formal events
6. Only for this year's SBA
7. Suggestion on switching to Tshirts for more creativity
8. Move to table until next week
 - a. Approved
 - b. None

B. Coffee

1. Donation coffee Mondays
2. Maybe a situation with Sodexo, talk to Katie
3. Social committee provides coffee during some events
4. Maybe go for packets of instant coffee
5. Registrar and Dean's suit have free coffee

C. SBA Room

1. Open for SBA members

VI. New Business

A. Third Thursday

1. First one tomorrow
2. Will be inside and outside
3. A chance to talk with Dean and faculty
4. Dean has been thinking of doing other days as well
5. SBA will be monitoring the perimeter outside to make sure no one wanders to the Frat house

B. SBA Photos

1. Next week after meeting
2. Business casual dress

C. CBA

1. Looking for an SBA member to sit on the CBA Board
2. Good networking
3. Meetings once a month at 6 on 2nd or 3rd Wednesday

VII. Adjourn