Operational Review Committee
June 28th, 2019- Minutes of the Meeting
Time: 3:09 pm
Location: SGA Conference Room

Present: Jonathan Soufia(Chair), Zackrey Powers(Vice), Karla Sofia Perez(Business), Gabriela Ponce(Business),

I. ORC positions
   1. Chair: Jon Soufia
   2. Vice: Zack Powers

II. ORC monthly meetings in summer
   a) Impromptu Summer Meetings
   b) Fall/Spring 2nd/last Wednesday at 2pm

III. SOP creation
   a) Creating SOP after procedure has been established mid-fall.
   b) Meeting with Sylvana for ORC workshop TENTATIVE: One week before fall semester.

IV. ORC auditing responsibilities, procedure, and implementation.
   ● Contact departments for upcoming events calendar
   ● U-wide Budget, 2 hearings = 2nd week of Spring Semester. Deliberations = 2nd week of February
   ● MMC Budget, 2 hearings/Deliberations = in between U-wide hearings.


Convene: 3:31 pm