**Colorado State University**Logo

Description automatically generated

**Alternative Transportation Fee Advisory Board Academic Year: 2023-2024**

Date of Meeting: 11/27/2023

Ram’s Horn Conference Room

Recorded by: TH

1. **Call to Order – 5:30pm**
2. **Attendance**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Title | Affiliation | Present? |
| David Wise | Chair | Executive Board | Y |
| Zachary Cramton | Vice Chair | Executive Board | Y |
| Cady Gebhart | Financials | Executive Board | Y |
| Trevor Hale | Secretary | Executive Board | Y |
| Haydyn Deason  Sofia Hiller | Representative  Alt | ASCSU At Large | N |
| Evan Welch | Representative | ASCSU At Large | Y |
| Valerie Capone XX | Representative  Representative / Alt | Ag Sciences | N |
| Braden Russell  Andy Goeke | Representative  Representative / Alt | Business | Y |
| Rachel Hernandez  XX | Representative  Representative / Alt | CVMBS | Y |
| Derek Campbell  XX | Representative  Representative / Alt | Engineering | Y |
| Justin Hudson  Megan Franke | Representative  Representative / Alt | Graduate School | Y |
| McAllister Johnson  XX | Representative  Representative / Alt | HHS | Y |
| Alexandra Zega  XX | Representative  Representative / Alt | Liberal Arts | Y |
| Rachel Jacks  Omar Soliman | Representative  Representative / Alt | Natural Sciences | Y |
| XX  XX | Representative  Representative / Alt | Undeclared | N |
| Alex Gibbs  Link Warren | Representative  Representative / Alt | Warner College | Y |

Has Quorum Been Reached? Yes  / No

*“Quorum shall consist of seven (7) voting members”.*

[ATFAB Bylaws, Article V, Section 5](https://atfab.colostate.edu/atfab-bylaws/)

*“Voting members shall consist of student members of undergraduate college councils, a student member from the Undeclared Leadership Council,  a student member from the Graduate School Council, and two student-at-large members. Associate members shall not have voting rights unless the primary representative from their area of affiliation is not present to vote.“*

[ATFAB Bylaws, Article III, Section 1](https://atfab.colostate.edu/atfab-bylaws/)

1. **Open Items**
   1. Approve Minutes from Previous Meeting
2. **New Business**
   1. **Resume Workshop and career development from David and Aaron**
      * **Recommendation from Aaron:**
        1. **List out ALL of the skills categories that you have any skills/experience in in a database**
        2. **Fill in the categories with all the specific skills and experiences you have**
        3. **When it comes to an application, read the job description and pick out all the skills from your database that apply and put those on the front page of your resume.**
      * **Categories on a skills-based resume that ATFAB pertains to**
        1. **Critical Thinking**
           + **Reviewing all the projects and making tough decisions**
        2. **Financial Management**
           + **We have a budget to stick to and that impacts how we make our decisions**
           + **Comparing requested funding to available funds and prioritizing projects**
        3. **Communication**
           + **Discussing and debating with board members**
           + **Interacting with applicants**
           + **Promoting and soliciting feedback with the community**
        4. **Community engagement**
           + **Interacting with stakeholders**
           + **Getting feedback from the students we represent**
        5. **Community Service**
           + **We’re committing time to make the university better**
           + **Most of us were elected by our college to represent students and be their voice**
        6. **Leadership**
           + **Committing to a high-stakes board and taking responsibility for big-time things (like managing the Transfort contract)**
           + **Representing students and making sure we align ourselves with the needs and wants of the people we’re representing**
           + **Upheld and tweaked a fair and equitable application process**
        7. **Meeting Management**
           + **Active participation**
           + **Robert’s Rules of order**
           + **Solid attendance and frequency**
           + **Facilitation for chairs**
        8. **Time management**
      * **LinkedIn**
   2. **Updates for next semester**
      * **Schedule of project presentations TBD**
3. **Meeting Ajourned**
4. **Template for Roll Call Vote:**

*“All members specified in Article III section 1 shall have one vote. Quorum must be present before a vote can be taken. Votes should be based on funding rules articulated in Article VII. A majority (more than half) of the present voting members must vote in the affirmative for an item to pass, else it fails.”*

[ATFAB Bylaws, Article VIII, Section 1](https://atfab.colostate.edu/atfab-bylaws/)

*“In the event of a tie, the Chairperson should break the tie with a vote.”*

[ATFAB Bylaws, Article VIII, Section 4](https://atfab.colostate.edu/atfab-bylaws/)

|  |  |  |  |
| --- | --- | --- | --- |
| Motion to …  Motion proposed by … | | | |
| Name | Title | Affiliation | Vote |
| David Wise | Chair (tiebreaker) | Executive Board |  |
| Zachary Cramton | Vice Chair | Executive Board |  |
| Cady Gebhart | Financials | Executive Board |  |
| Trevor Hale | Secretary | Executive Board |  |
| Haydyn Deason | Representative | ASCSU At Large |  |
| Evan Welch | Representative | ASCSU At Large |  |
| XX XX | Representative  Representative / Alt | Ag Sciences |  |
| Brian Deegan  Andy Goeke | Representative  Representative / Alt | Business |  |
| Rachel Hernandez  XX | Representative  Representative / Alt | CVMBS |  |
| Derek Campbell  XX | Representative  Representative / Alt | Engineering |  |
| Justin Hudson  Megan Franke | Representative  Representative / Alt | Graduate School |  |
| McAllister Johnson  XX | Representative  Representative / Alt | HHS |  |
| Alexandra Zega  XX | Representative  Representative / Alt | Liberal Arts |  |
| Rachel Jacks  Omar Soliman | Representative  Representative / Alt | Natural Sciences |  |
| XX  XX | Representative  Representative / Alt | Undeclared |  |
| Alex Gibbs  Link Warren | Representative  Representative / Alt | Warner College |  |
| Result | The result of the motion is … | | |