**Internal Affairs Committee**

**Regular Meeting**

**Lyla Pehrson, Vice President Internal Affairs**

8:30 am – 10:00 am

Friday February 24th, 2012

ASI Board Room, 2nd Floor, New UU Building

I. CALL TO ORDER

II. ROLL CALL

III. **ACTION ITEM - Approval of the Agenda**

IV**. ACTION ITEM- Approval of February 10th, 2012 minutes**

V. **PUBLIC COMMENT**

Public Comment is intended as a time for any member of the public to address the Board on any issues affecting ASI and/or the California State University, East Bay.

VI. **ACTION ITEM** – Audit Committee Charter Resolution

 VII. **ACTION ITEM** – Travel Policy Resolution

 VIII. **ACTION ITEM** – Credit Card Policy Resolution

 IX. **INFORMATION ITEM-** Committee Codes Update

 X. **INFORMATION ITEM**- ASI Employee Manual: Randy Saffold

 XI. **INFORMATION ITEM-** Depreciation Resolution

 XII. **DISCUSSION ITEM-** Formation of working group for ASI Committee Code updating

 XIII. **ROUNDTABLE REMARKS**

 XIV. **ADJOURNMENT**