



**Day Under the Oaks (DUO) Committee
Agenda**

**Friday, February 9, 2018
12:00-1:30 pm**

Bertolini Center for Student Leadership, Santa Rosa Campus

- 1) Review Past meeting minutes5 min
 - 2) Discussion
 - a. Art Concepts and PR/Marketing Timelines
 - i. Review Important dates and deadlines
Review PR/Marketing Timelines
Discuss and Review Art Concepts.....20 min
 - b. Discussion on T-shirts – who will get T-shirts? Will both sell and giveaway. Need to get a sample and try on. Need something that will stand out in a crowd. What is the purpose of the shirt though?? Stand out for the crowd or be attractive for sale. Possibility of two different colors.15 min
 - 3) Reports
 - a. Construction Update, Robert.....10 min
Review Maps and Color Areas, Construction impacts
Garcia Hall impacts and contingency plans
Blue area, and Bailey Field
Hui Pulama Mau– access to Garcia Hall for changing rooms
 - b. Native American Area – Fire Marshall impacts last year, what to anticipate this year.....10 min
 - i. Ian/Brenda Flyswithawks
 - c. DUO Policy Review.....5 min
 - ii. <https://duo.santarosa.edu/general-policies-procedures>
 - d. Participant Applications Open – Feb 16, Website updates5 min
 - iii. Campus and community call for participants
 - e. Food Truck Recruitment – Jim Cason.....10 min
(2017 list attached)
 - f. Fundraising Update, Ellen and Sarah - American Ag and Exchange update.....5 min
- Next meeting agenda & assignments.....5 min
(Meetings are held every other Friday. Next Meeting: Friday, February 23)

Committee Functions:

To organize and coordinate the college's annual open house, Day Under the Oaks. The primary goal of Day Under the Oaks is to showcase programs and facilities of the Sonoma County Junior College District. This community open house gives the District an opportunity to bring potential students, families and friends of current students, and alumni to the campus to see the wide range and quality of programs SRJC has to offer with the goal of enhancing enrollment and ongoing community support. Activities planned for Day Under the Oaks are designed to showcase all aspects of the College, ranging from its academic programs to special events, sports, and entertainment.

DUO Standing Committee Membership

R. Ethington, E. Maremont-Silver, J. Cason, A. LaCasse, S. Laggos, A. Ethington, M. Sandberg, J. Pinault, D. Elder, I. Maurer,

Note: The DUO committee reserves the right to modify the order of business as deemed appropriate by the committee.