

- Budget Update – Included at the bottom of the report

## Executive Branch

- President – Nigel Daniels
  - Last Week
    - Washington DC trip
      - Reviewed all the applicants and worked with the Executive Director of Governmental Affairs, Morgan Smith to select and identify participants
      - Conduct two briefing sessions for participants
      - Beginning to finalize logistics and accommodations for the trip
    - Physical Development Committee
      - Participants in the university wide development committee to discuss future development plans
      - Received an update on the bike share, education, and storage progress
      - Received an update on ongoing and future facility development
      - Discuss the future sign and university branding initiatives
    - ASCSU Associate Justice
      - Worked with Chief Justice, Kelsey Hall to review all the applicant for the open Associate Justice position
      - Conducted interviews for the 2<sup>nd</sup> round applicants
      - Identified the new recommendation for the ASCSU Supreme Court and welcomes Associate Justice Jacob Stein to ASCSU
    - ASCSU Advisor meeting
      - Met with Mike Ellis to discuss upcoming initiatives and progress throughout the beginning of the semester
      - Discussed future plans and commitments for ASCSU
      - Discussed ways to better engage students on campus
    - 1870 Dinner
      - Attend the annual 1870 CSU dinner for the CSU community and supporters
      - Met Ed Warren to discuss his journey through CSU
      - Network with supporters of CSU to emphasis the importance in keeping the mission of CSU alive
  - Goals
    - Next Week
      - Participate in the ASCSU Day at the Capital and CSU Founder's Day at the Colorado State Capital
      - Attend the Board of Governors meeting
      - Continue finalizing the agenda for the DC trip
      - Begin to review the applications for the Executive Director of RamRide position
- Vice President – Andrew Olson

- Past Week Follow-Up:
  - SFRB
    - Had the first SFRB meeting hearing from fee areas
      - Went very well, was informational, and the board had a lot of good questions
      - Both fee areas are only asking for the mandatory salary and fringe increases
      - Next week SFRB will be hearing from Conflict Resolution and School of the Arts
      - The meeting room will still be in the upper conference room of the rec center
  - Senate
    - Legislation
      - Approved Bill 4315 for the first time, had the first reading of Resolution 4303 (Transfort Route Recommendation) and Bill 4316 (College Council Bill)
    - 3rd meeting
      - Heard about the potential new Transfort routes from Alternative Transportation Manager Aaron Fodge
      - Heard updates about the Woman and Gender Advocacy Center and Adult Learner and Veteran Services fees from there liaisons
- Goals for Next Week:
  - Have a good, productive, and efficient SFRB meeting
  - Same goes for senate
  - Work on SFRB survey (February 11<sup>th</sup> meeting with Dave McKlefresh)
- Chief of Staff – John Stockley
  - Work Completed This Week:
    - Held weekly meetings with executives
    - Held the weekly cabinet meeting
      - Charles Wagener has outlined a new and more efficient method of processing purchase requests.
      - Lance Li Puma gave a presentation on the results from his constituent outreach on the plaza
    - Attended ASCSU Senate meeting
    - Attended UTFAB as the interim member for the College of Liberal Arts

- A request for funding was heard to install modern technology in a HES classroom
  - Attended weekly meeting with Nigel, Andrew, Kim and myself
  - Held conference call with Collegian, ASCSU and our lobbyist for the Legislative Profile initiative
- Goals for the Upcoming Week:
  - Attend the ASCSU Day at the Capitol on Tuesday February 11
  - Attend the next RamRide Advisory Board Meeting
  - Continue conducting weekly meetings with Executive Directors
  - Continue weekly meetings with Kim, Nigel, and Andrew
  - Continue progress on all ASCSU initiatives and projects
- Deputy Chief of Staff – Samantha Guinn
  - Work accomplished:
    - Attended Cabinet
      - New ideas and outreach incentive programs were being brainstormed
      - Report from Charles on new financial process form
    - Attended Senate
    - Plaza days for ASCSU Recruitment
      - Monday: 8-3 in Clark A NW wing
      - Tuesday: 8-3 in Morgan Library
        - They both were highly successful. We got many new students interested in ASCSU and have had excellent face time with the students.
    - Attended University Facility Fee Advisory Board
      - Listened to presentation by Visual Arts and will start the process of presenting to college councils about the fee increase process.
    - Attended the Student Fee Review Board
      - Listened to presentation by WGAC and ALVS
    - Attended the University Curriculum Committee meeting
    - Attended the Provost Advisory Committee Meeting on Student Success
      - Discussed different ways we can impact new students and make sure we are doing the best we can to ensure that students succeed.
    - Continued Weekly Meetings with Executive Directors
      - Lance updated me on his meeting with Jody Donavon and CoTL and helped spearheaded the outreach days. Lauren is working on Outreach days, 2 times a month, and planning on different events for students. Jamie is keeping up with the Ram Road Trip discussions and what else student services could be doing. Morgan is working on hiring a director of Legislative Affairs and also Day at the Capitol.
    - Weekly Meeting with the President's Office and Kim was set for 3pm on Monday's.
    - Press releases sent in this week:

- For-Ever-Green T-Shirt Design Contest done
- Larimer County Conservation Corps done
- UFFAB open Forum press release done
- Pay It Forward Campaign press release
- Work to be done:
  - Press Releases to be sent out:
    - Work being completed at ASCSU
    - How to get involved?
    - What Executive directors are up to
  - Attend SFRB on Tuesday night
  - Attend Cabinet
  - Attend Senate
  - Outreach days for ASCSU on Thursday night with RLT and Friday morning
  - Attend UFFAB
  - Attend UCC
  - Continue weekly meetings with executive directors and president's office
- Finance – Charles Wagener
  - Report of the Week’s past accomplishments:
    - The finance department has charged ahead with their new electronic central filing system for new documents the goals of the program are as follows:
      - Decrease time between processing in KFS and entering into the Controller book.
      - Keep all RFD forms in the hand of the finance department, minimizing lost RFD forms
      - Reduce time directors must hold physical copies of RFD forms
    - An unofficial impact study suggests point one will be decreased by 50%, point 2 100% and point 3 is variable depending on the lead time for RFD forms, on average the decrease should be approximately 80%
  - Goals:
    - Finance will fully implement the new RFD system next week and manage questions and kinks as they arise.
- Outreach – Lauren Wester
  - Work Accomplished:
    - Made list of supplies for ASCSU Outreach Day #1
    - Gathered cookie and frosting recipe for Outreach Day
    - Helped with Senate Recruitment at the Library on Tuesday
    - Met with Dillon Rickard to discuss flyer for the Lived Loved Champaign

- Sent a request to Derick Murray about flyer
- Submitted P-Card request on Tuesday for Outreach Day supplies
- Director's meetings throughout the week with Natalie McArthur, Wahid Awad, and Riley Bitner
- Department Meeting
- Weekly Executive meeting with Sam Guinn
- Met with Nigel Daniels for department update and goals for semester
- Made a list of department goals for the semester
- Semester Planning
- Greek Life Affairs - Riley Bitner
  - Attended weekly one on one meeting with Lauren Wester.
  - Changed the plan for the FSL award from one single chapter award to multiple scholarships of \$500 to both current and incoming Greek students to be used for dues.
  - Started working on the application for the scholarship, waiting on more input from the rest of the department to finalize application and award process.
  - Starting coming up with ideas to fundraise an initial \$2000 this spring to be used in the fall.
  - Rachel continued to work on the planning and implementation of a spring involvement fair to hopefully occur in March.
- Ram Leadership Team – Natalie McArthur
  - Work Accomplished:
    - Nate and I laid out a semester plan.
    - RLT is signed up for RamRide and CSUnity.
    - Starting planning group facilitations.
    - Had all of meeting to meet in groups and discuss what they want to present.
  - Goal for Next Week:
    - Get reimbursed from the issue with the pay card.
    - Explain the process of One-on-ones to RLT.
    - Sign RLT up for Project Homeless Connect.
    - Plan Spring Retreat.
- Graduate Affairs – Wahid Awad
  - Attended the executive Cabinet meeting and the Outreach Department meeting.
  - Applied for the ASCSU visit to Washington D. C.
  - Hosted a very successful coffee break for graduate student with the GSC.
  - Had a meeting with the GSC officers and departments representatives where I encouraged people to fill in the vacant senate seats, we got one seat filled, which makes three graduate students senator.
  - I volunteered to represent the graduate students in the CSU financial and strategic planning committee.
  - Discussed with the GSC the dates and the logistics for the events to come, like the spring picnic, the trivia night, and Friday afternoons, as well as future coffee breaks.
  - Discussed the financial status and the financial needs of the GSC with GSC treasurer as we decided to make more fundraising for the GSC.
  - Contacted the ASAP to fund an appreciation dinner and invite a keynote speaker for

graduate students, I had the agreement and they are working on the invitations.

- **Goals:**
  - Meeting with the finance and the marketing directors to discuss my budget and the marketing plans for the semester.
  - Go to the cabinet meeting, and the senate meeting.
  - Set up a meeting with Jodie Hanzlik, associate dean of the graduate school to discuss the spring semester plans and goals and ask for support from the graduate school.
  - Work with the GSC to plan for the NAGPS western region conference in LA, Cal, on April.
  - Contacting the Graduate students of color organization for partnership.
  - Contacting the international programs for partnership.
  - Follow up with ASAP regarding the appreciation dinner for graduate students.
  - Get some graduate students to go to day at the capitol.
  - Attending the western region conference call.
  - Continue working on planning for the western region conference.
  - Continue working with the NAGPS international graduate students concerns committee as a chair for the western region to develop a guide for international graduate students.

- **Governmental Affairs – Morgan Smith**

- **Progress this week:**
  - Day at the Capitol:
    - Food is ordered!
    - Submitted p-card requests
    - I worked with Jenn in Denver on Thursday to finalize speakers
  - Meeting with the Collegian
    - We discussed legislator profiles
    - I will be creating questions to send to the Collegian
  - D.C. Trip:
    - Nigel and I met with the students going to D.C.
    - We are finalizing the agenda and goals
- **Next Week:**
  - Have a great Day at the Capitol event!
  - Continue to plan the D.C. trip
- **Director of Community Affairs: Maggie Weinroth**
  - This week:
    - Attended City Council
    - Helped with Adopt-a-Neighbor (City of Fort Collins)
    - Helped with the MAX mapping mailing (CoFC)
    - Got up to date on Day at the Capitol
    - Assembled packets for Day at the Capitol
  - Next Week:
    - Day at the Capitol!!!

- Look into the feasibility of rate-my-landlord
- Help at the City of Fort Collins Neighborhood Services
  
- **Health – Mackenzie Whitesell**
  - Progress on goals
    - Cam's Crew
      - Completed evaluation summary and recommendation
      - Sent report to Christina & Andrea for feedback and made suggested changes
      - Sent report to Dave (CSUPD) and Mike (CRSCS) for input – will get their feedback before presenting it to the Fan Experience Standing Committee
    - Tobacco
      - Met with Blanche to discuss Executive Sponsorship for moving forward with exploration of a tobacco/smoke-free policy
      - Followed up with Blanche with tobacco task force roster
      - Met with a City representative and several offices across campus to discuss the implementation of the expanded Fort Collins smoking ordinance (smoking will no longer be allowed at the CSU Transit Center)
    - Chronic Illness
      - Scheduled meeting with Rose Kreston to discuss advisory role of RDS for chronic health mentoring program
      - Edited chronic health webpage content with feedback from involved offices
      - Sent edited content to Mellody Sharpton (CSUHN marketing)
    - Body Acceptance Campaign
      - Ordered t-shirts on Monday, 2/3 from Burt's – approved work order and art proof
      - Met with Janelle about BAW press release
      - Wrote content for press release and sent to Janelle/Mellody for edits
      - Attended group BAW meeting, along with SHAC member (Emily)
      - Contacted Emily about creating a video from the photos we take on Monday of students with body positive messages (to be shown that Friday)
      - Arranged for volunteers on the plaza for 2/24
      - Arranged for Flea Market as backup in case of bad weather on 2/24
      - Continued search for inclusive body positive videos
      - Got approved to purchase supplies for BAW booth (poster boards, etc.)
    - Miscellaneous
      - Followed up with SHAC student about campus resources
      - Weekly meeting with Lia

- Discussed Greek Life involvement with BAW with Lauren
- Assistant Director of Health – Lia Fortune
  - Attended weekly meeting with Mackenzie
  - Emailed Kacey with CREWS regarding GYT campaign
- Goals for next week
  - Follow up with Blanche regarding tobacco impact statement
    - Work on impact statement (if necessary)
  - Get additional videos for BAW distributed to BAW committee
  - Follow up with Emily (SHAC) about BAW student video
  - Meet with Rose Kreston to discuss chronic health mentoring program
    - Continue with planning based on meeting outcomes
  - Watch video on National Eating Disorder Screening Program webinar
  - Attend biweekly health meeting with Christina & Lia
  - Follow up with Dave/Mike about Cam's Crew summary
  - Get Cam's Crew presentation on Fan Experience Standing Committee agenda
- Marketing – Dillon Rickard
  - Spring Semester
    - ASCSU Social Media
      - After the success of several different social media pushes last semester. This semester we will begin with a photo contest to get students to engage with ASCSU.
    - Forever Green Contest Promotion
      - Working with Student Services and the CSU Art Department to encourage students to submit designs for the forever green logo of 2014-2014 school year.
    - Mid-Year Report
      - Completed and Printed off. Looks Beautiful. For more information please come into the ASCSU Office.
    - Washington D.C. preparation
      - Working with the President's office to prepare for the lobbying efforts that will take place in a month in Washington D.C.
  - Next week:
    - Department meeting Tuesday February 11<sup>th</sup>, 2014
    - Out Reach Promotion
    - Student Services Promotion
    - ASCSU promotion
  - Director of promotions- Cassie Davis



- Forever Green Promotion
  - To promote the forever green contest, we have been in contact with various departments in the art building to promote the event.
- Day At the Capital promotion
  - Continuing to visit class rooms to promote Governmental Affairs Day at the Capital Event. This event will take place on February 11<sup>th</sup>
- Next week.
  - ASCSU Promotion
  - Student Org Promotion.
- Director of Web and Graphic Design- Derick Murray
  - Outreach Design.
    - Creating a variety of content to promote various events put on by ASCSU's Outreach department
  - Student Service Promotion
    - Creating a variety of content for Student Services Forever Green logo contest.
  - Next week:
    - Student Org Promotion
    - ASCSU content creation.
- Student Services – Jamie Ragusa
  - Past week Follow Up:
    - We only had one student purchase a bus ticket for the Air Force Ram Road Trip. We reluctantly and unfortunately had to cancel this Ram Road Trip and give that student a refund. We hope this one student arrives at the game safely!
    - Spoke with more students this week about participating in the FEG committee this year. We need a better student presence.
    - Almost everyone has their office hours on the calendar.
    - Will put assistant application online next week.
    - Decided on a Masquerade theme for I-Ball.
    - Met with Ram Spirit Committee, very excited stuff coming our way. We have been empowered to create a FEG logo for the Get Your Green on Campaign!
  - Alec
    - Updated calendar and office hours
    - Promoted FEG design contest in classes
  - Jason
    - Met with Ram Spirit subcommittee for updates on work with athletics/residence life/fraternity & sorority life, will follow up with Tim Brogdon
    - Continued forever green design contest marketing

- Reached out to groups to confirm traditions council reps
- Goals for Next Week
  - Receive Assistant applications
  - Get tickets online for Wyoming Ram Road Trip
    - Set up meeting with Marketing to have a better marketing plan for this event
  - Set time, day, and location for FEG committee meeting
  - Reach out more to students about the FEG design contest
  - Look for more ways to offer T-Shirts to other departments and facets on campus, to help spread the word of all things FEG related
  - Stick to the Goal Timeline sheet we created
  - Have another family dinner
  
- Environmental Affairs – Sam Block
  - Goals for next week
    - Leave it Behind
      - Meeting with Jake Drenth, director of Surplus Properties, next week
      - Prepare a list of tips from Surplus on how to effectively run the program, and make a decision
    - Earth Week
      - Meet with Stacey Baumgarn, advisor to speak on ideas
      - Meet with Chelsey Crosse to talk about representing ASCSU at the Live Green Team meetings
    - Transfort Resolution
      - Attend External Affairs Committee again to discuss edits
    - Water Bottle Filling Stations
      - Start to draft a letter of support for Stacey Baumgarn, advisor
  - Progress on goals from last week
    - Bike Share Committee
      - Attended the first city Bike Share Committee
      - Spoke about the possibility of having a Bike Library Station on Campus in the summer
    - Leave it Behind
      - Set up a meeting with Jake Drenth, Director of Surplus Properties
      - Drafted a list of questions for him with Courtney and Andrew's help
    - Earth Week
      - Chelsey Crosse attended the Live Green Team Meeting
      - I will be coordinating with her on my ideas for this
    - Transfort Resolution
      - Attended External Affairs Committee to participate in the discussion
      - Met with Aaron Fodge and asked questions from External Affairs Committee

- Met with John and Nigel about the resolution
- Emailed Aaron's responses to the External Affairs Committee members and provided my suggestion
- Water Bottle Filling Stations
  - Received an inquiry for an ASCSU letter of support for a water bottle filling station proposal
  - I will be writing a letter of support for this proposal
- Reminders
  - Cabinet potluck/bonding this Sunday at my house 7pm
- University Affairs – Lance LiPuma
  - Clark A and Library Event
    - “What would you change at CSU”
      - Collected student information about what they would alter at CSU
      - Synopsis:
        - Transfort doesn't have enough bus density around West campus #3 and #11
        - Ice removal
        - Microwaves
        - Absent days for students with children
    - Senate Recruitment
      - Passed out tabletop cards
      - Advocated for ASCSU positions, student representation
      - Placed three senators in college councils and have sent out information to four more
  - Meeting with Jody
    - Talked about Echo 360 Proposal
      - Received faculty input on Echo
      - Solved several problems
    - Received information about professors not using RamCt
      - Will be creating a proposal about this
  - Student Voice Survey
    - For Echo 360 to supplement proposal
  - McKael Grayson
    - Was present both days at the tabling event
    - Worked for senate recruitment and how would you change CSU
    - Co-wrote the Student Voice Survey
  - David Feldman
    - Worked several hours Monday in Clark A
    - Worked for senate recruitment and how would you change CSU

## Judicial Branch

- Rioux Jordan
  - Work Completed This Week
    - Attended appeals hearing 2/4
    - Attended AUHB meeting with Office of Fraternity and Sorority Life 2/6
    - Worked on the Student Conduct Code section of the AUHB training manual
  - Goals for Next Week
    - Work on reorganizing Supreme Court section of the U:// drive.
    - Complete AUHB hearing, deliberations, and decide on sanctions
    - Continue to work on the AUHB training manual
    - Attend committee meetings
    - Sign up for hearings



### Budget Update

ASCSU Account Status Report				
Total Allocation	Total Income	Total Expense	% Used	
\$2,105,489.00	\$42,144.20	\$1,015,896.57	48.25%	
<b>Executive Cabinet</b>				
Account 23-61500				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% used
Administration	\$156,665.18	\$10,853.60	\$63,207.72	37.7%
Community Development	\$10,000.00	\$0.00	\$3,336.39	33.4%
Governmental Affairs	\$18,650.00	\$0.00	\$2,370.15	12.7%
Marketing	\$25,500.00	\$0.00	\$9,558.15	37.6%
Senate	\$1,000.00	\$0.00	\$0.00	0.0%
Student Services	\$37,500.00	\$2,025.00	\$30,542.65	77.3%
Supreme Court	\$2,000.00	\$0.00	\$999.71	50.0%
Health & Environment	\$7,500.00	\$2,000.00	\$2,308.98	24.3%
University Affairs	\$8,250.00	\$0.00	\$6,810.47	82.6%
Total Allocated for Account			\$267,065.18	
Total Income for Account			\$14,878.60	
Total Expenditures for Account			\$119,134.22	
Total Transferred For Account			\$0.00	
Budget Balance/Percent Used			\$147,930.96	44.6%
Account Balance			\$162,809.56	
<b>RamRide</b>				
Account 23-65400				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% used
Ram Ride	\$251,000.00	\$0.00	\$8,047.74	3.2%
Total Allocated for Account			\$251,000.00	
Total Income for Account			\$0.00	
Total Expenditures for Account			\$8,047.74	
Budget Balance/Percent Used			\$242,952.26	3.2%
Account Balance			\$242,952.26	
<b>Office Supplies and General Operations</b>				
Account 23-61800				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% used
Internal Operations	\$15,350.00	\$7,675.00	\$4,810.31	20.9%
Total Allocated for Account			\$15,350.00	
Total Income for Account			\$7,675.00	
Total Expenditures for Account			\$4,810.31	
Budget Balance/Percent Used			\$10,539.69	31.3%
Account Balance			\$18,214.69	
<b>Senate General Account</b>				
Account 23-62500				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% Spent
Senate General Account	\$1,183,036.82	\$19,590.60	\$796,079.24	68.2%
Total Allocated for Account			\$1,183,036.82	
Total Income for Account			\$19,590.60	
Total Expenditures for Account			\$796,079.24	
Total Transfer for Account			\$0.00	
Budget Balance/Percent Used			\$406,548.18	65.6%
Account Balance			\$406,548.18	
<b>Payroll Account</b>				
Account 23-61400				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% Spent
Payroll Account	\$189,037.00	\$0.00	\$104,377.08	55.2%
Total Allocated for Account			\$189,037.00	
Total Income for Account			\$0.00	
Total Expenditures for Account			\$104,377.08	
Total Transfer for Account			\$0.00	
Budget Balance/Percent Used			\$84,659.94	55.2%
Account Balance			\$84,659.94	
<b>Student Funding Board Account</b>				
Account 23-61000				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% Spent
Student Funding Board Account	\$200,000.00	\$0.00	\$102,582.22	51.3%
Total Allocated for Account			\$200,000.00	
Total Income for Account			\$0.00	
Total Expenditures for Account			\$102,582.22	
Total Reversion for Account			\$0.00	
Budget Balance/Percent Used			\$97,417.78	51.3%
Account Balance			\$97,417.78	
<b>Self-Generated Account</b>				
Account 23-63000				
2/10/2014				
Department	Total Allocation	Total Income	Total Expense	% Spent
Self-Generated Account	\$8,549.50	\$0.00	\$0.00	0.0%
Total Allocated for Account			\$8,549.50	
Total Income for Account			\$0.00	
Total Expenditures for Account			\$0.00	
Total Transfer for Account			\$0.00	
Budget Balance/Percent Used			\$8,549.50	0.0%
Account Balance			\$8,549.50	

