

▪ **Dates to Remember**

- NO SPENDING MONEY TILL 7/8/13\* updated from 7/1/13
- August 16-18: ASCSU Retreat
- August 28<sup>th</sup> is the Community Welcome Walk
- September 18<sup>th</sup> will (tentatively) be the city roundtable from 5:00-6:30

**Executive Branch**

▪ **President – Nigel Daniels**

▪ **Last Two Week's**

○ **Board of Governors Retreat**

- Met with all the board members to begin developing relationships between ASCSU and the Board of Governors
- Received updates on what each institution within the CSU systems long term plans are
- Establish goals for next year and what the board wants to focus on in this upcoming year

○ **National Campus Leadership Council**

- Attend the summit in Washington D.C. to establish relationships with universities across the nation
- Receive briefing from White House staff on student issues and student interest rates
- Plan to set the tone and groundwork for collaborating more throughout the year

○ **ASCSU Alumni Association Diner**

- Network with ASCSU alumni for the 1950's
- Briefed on traditions and history of the organization to observe perspectives about the history

○ **Lory Student Center Renovation Lunch**

- Discuss the plans for the renovated Senate chambers
- Reviewed the most updated plans for the ASCSU Office and student lounge areas
- Discuss the plan for IT in the renovated ASCSU space

○ **Campus Liaison Project**

- Outreached out to the student body at Colorado State University Pueblo and Global
- Draft beginning plans for the schedule ad timeline for the meetings
- Discussing the plan for student issues we can focus on throughout the year

▪ **Goals**

○ **Next Week**

- Meet with Water Closet group to determine collaboration plan for next year
- Meet with the Vice President and Mike Ellis to discuss the student fee
- Work out the contract with the Collegiate Readership Program and students contribution

- Host Florida Gulf Coast University student government to discuss collaborative ideas for future
  - Meet with Pat Burns and Jason Hewitt to figure out plans for the Ram Cart
  - Finalize the student planner templates for print
  - Meet with ASCSU lobbyist Jenn Penn to establish plan for next year
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- Vice President – Andrew Olson
  - Chief of Staff – John Stockley
    - Work Completed This Week:
      - Attended open forums on Alternative Transportation Hiring Committee
        - Evaluated all candidates based on resume and forum discussion
        - Contacted Lorie Smith about the ASCSU consensus stance on which candidate is preferred.
      - Set up financial training with Michele Frick
        - All Executive members present at meeting are now P-card trained
      - Discussed with Dillon Rickard the process by which Student Organizations can seek marketing resources through ASCSU
        - The formulation of the process is ongoing
        - Student Orgs will be able to go through the Director of Promotions and the Director of Web and Graphic Design to get marketing services
      - Attended the Apartment Life Resource Fair
        - Marketed the services that ASCSU provides to the faculty of apartment life
      - Attended the Transfer Student Orientation
        - Marketed the services that ASCSU provides to incoming transfer students
      - Attended the various Preview Orientation Fair Day 1 events
        - Marketed the Ram Leadership Team program to incoming first year students
      - Discussed with Dillon Rickard the future of ASCSU's sponsorship of KCSU
      - Attended the Ramride Advisory Board Meeting
        - The ASCSU Chief of Staff will not be serving as the co-chair of the Ramride Advisory board moving forward
        - The process of identifying a new dispatch system is ongoing
        - The slogan for Ramride will continue to be "I Ramride FoCo"
        - There will likely be a ten year anniversary celebration for Ramride in October
    - Goals for the Upcoming Week:
      - Solidify the sponsorship ASCSU will provide to KCSU for announcements
      - Continue our presence at Preview Orientation Day 1
      - Assist Lauren Wester in planning the ASCSU Retreat and Campus Liaisons initiative

- Get an update on the promotion of student organizations process
- Reminders:
  - The next Executive Cabinet meeting will be held on Tuesday July 2<sup>nd</sup>
  - There are ten more Preview Orientation Day 1 events left to market ASCSU
  
- Deputy Chief of Staff – Samantha Guinn
  - Tasks accomplished:
    - Attended Preview to market ASCSU
    - Set up meetings for the next few weeks with various department heads and professionals around campus to establish a better working relationship with ASCSU and faculty.
    - Attended PACSS to discuss options with curriculum and success rates of students
    - Set up meeting with Paul Thayer (chair of PACSS) to discuss options
  - To Be completed:
    - Get a working list of committees Rob Duran sat and fill those
    - Find out which committees need to be filled and find students to start working on that (Lance)
    - Meet with Dell Rae about PR
    - Meet with Paul Thayer about PACSS
    - Figure out weekly meeting game plan
    - Attend Cabinet meeting
  
- Finance – Fred Colclough
  - Progress on Goals from Previous Week:
    - I'll be in the fort SATURDAY 7/6/13 to get any urgent financial requests processed before the books open again on 7/8/13.
    - BSOF
      - Updated Org App
      - Updated Training
      - Updated Post Approval Checklist
      - Updated Foreign Nationals Agreement
      - Updated Post Event Member Eval
      - Updated Post Event Org Eval
      - Updated Funding Checklist
      - Updated Guidelines & Agreement
      - Updated Logo Agreement
      - Updated Member Application
    - Interactive Student Fee
      - Spoke and corresponded with several fee funded areas about their budgets & what we need for the ISF.. lots of directors are still out for their summer vacations
    - Updated Controller books for new allocations according to 2013-14 budget

- Still need to re-work front /summary page
- Goals for Following Week:
  - Update Finance/ BSOF Website with new documents, etc.
  - Continue to prepare/ Setup Controller books according to budget allocations & update with payroll, etc.
  - BSOF
    - Update/edit Bylaws for 2013-14
  - Interactive Student fee
    - More data!
- MISC:
  - NO SPENDING MONEY TILL 7/8/13\* updated from 7/1/13
  - If you expect to need money “ASAP” on 7/8/13, work with me, know I'll be in the Fort 7/6/13 for all day, this is a Saturday!
- Outreach – Lauren Wester
  - Work Accomplished:
    - Retreat invitations sent to students and advisors
    - Invitation requesting faculty administration attendance to retreat welcome
    - Met with Andrew Cundiff to discuss catering
    - Menu decided for Advisor Luncheon
    - Invitation sent to Presidents inviting them to join the Campus Liaison Project
    - Completed research for CLP
    - Completed Sexual Harassment Training
    - Campus Liaison Project Ideas Brainstormed
    - Outreach marketing summary completed
    - Attended Cabinet meeting
    - Continued meetings with Kim to plan retreat
    - Meetings with Nigel to discuss CLP and retreat
    - Finished individual meetings
    - Background check application finished
    - Called Vanessa Emerson to see when she was coming to visit Ft. Collins
  - Executive Goals:
    - Start confirming attendees to ASCSU Retreat
    - Confirm speakers and advisors for retreat
    - Solidify CLP ideas
    - Make tentative schedule for CLP project
    - Solidify Departmental goals
    - Plan sessions of retreat as speakers confirm
    - Plan team-building activities around sessions
    - Send out menu options for advisor luncheon
    - Confirm Department attendance to ASCSU Retreat

▪ Governmental Affairs – Morgan Smith

▪ Progress From Last Week:

- Attended three of the open forums for the alternative transportation manager position
  - Provided feedback on the candidates
- Sent out an update to the legislative side of the department
  - Discussed legislative goals with Terran
- Met with Team Fort Collins
  - Learned the history of the organization and the role ASCSU has had in the past
- Attended a financial training with Michelle from Slice
  - P-Card Training
- Went to the Lincoln Visioning Event
  - Opening remarks from the mayor of Fort Collins
  - Reviewed images of corridors across the country and world to get an idea of what would work for the Lincoln corridor
  - Focused on Mountain Ave (Fort Collins, Colorado), Norrebrogade (Copenhagen, Denmark), and Rothschild Blvd. (Tel Aviv, Israel)
    - Discussed in detail the design elements that the group liked
    - Discussed what elements are feasible for the Lincoln corridor
    - Also talked about how pedestrians, bicyclists, and vehicles interact and how to maximize utility for all three
      - Including safety elements, ease of transportation, and land use
  - Will attend follow up meeting in September to see finalized plans
  - Talked with Amy Lewin about how ASCSU can be more involved in the UniverCity Connections group (specifically transportation)
  - Meetings are the first Tuesday of the month at 7:30 am (no meeting in July)
- HB 1315
  - Contacted Jenn Penn
    - Decided what questions needed to be addressed
  - Contacted Rich Schweigert
  - Met with the director of the CSU health network
    - Discussed implementation at CSU and future plans
  - Contacted Sara with the city
    - Trying to find a more finalized date for the fall roundtable (we're looking at Septmeber 18<sup>th</sup>)

▪ Goals For Next Week:

- Get in contact with Jason Johnson, legal counsel for CSU
  - To discuss how CSU will implement HB 1315
- Continue to work with Sara and send her an agenda

- Dates to Remember:
  - August 28<sup>th</sup> is the Community Welcome Walk
    - Everyone in the ASCSU Executive Branch is required to attend
  - September 18<sup>th</sup> will (tentatively) be the city roundtable from 5:00-6:30
    - Let me know if you will have a conflict
  
- Health – Mackenzie Whitesell
  - Progress on summer goals
    - Positive Impact
      - Attended/lead Positive Impact stakeholders meeting on June 17<sup>th</sup>
        - Decided to officially eliminate Positive Impact program effective Summer 2013
        - Made plans to move forward with supporting several groups already at the stadium during games, including:
          - CREWS peer educators
          - CSUPD
          - Conflict Resolution & Student Conflict
      - Wrote report about ending Positive Impact and sent it to all stakeholders
      - Sent Sam key points for PI press release
      - Contacted CSUPD & CRSCS about future plans for post-PI
        - Spoke with Dave Hurley with CSUPD via phone and email
        - Spoke with Mike Katz with CRSCS via email
        - Will likely meet with both next week
        - Working with them to plan for student volunteers to be inside the stadium to monitor students and drive students home from the Detox tent
          - ASCSU will not be at the stadium, but may help with recruiting and training the volunteers
        - Contacted Chelsey Green with RamRide about training the students for driving
    - Tobacco
      - Attended meeting (June 20<sup>th</sup>) regarding Transfort's upcoming changes in tobacco policy
      - Met via conference call with representatives from Boulder County Public Health, CU Boulder, Larimer County Public Health, and CSU Health Network
        - Discussed CU's smoking policy's process and implementation and similarities/differences with CSU's campus
      - Sent Andrea list of possible environmental groups that would be interested in tobacco policy

- Evaluated list of potential members for future Tobacco Task Force and made recommendations for additional people to include
- Contacted Admissions Ambassadors about possibly being on Tobacco Task Force
- Self-esteem/Body Image Campaign
  - Finished list of ideas for campaign, including possible poster design contest, guest speakers, movie nights, posters etc.
  - Had a phone call with Janelle Patrias with the CSU Health Network (June 26<sup>th</sup>) about collaborations for the campaign
    - Will likely occur in conjunction with National Eating Disorder Awareness Week in February 2014
    - Planning to partner with WGAC and possibly an outside group that CSUHN worked with last year
  - Emailed WGAC about plans to talk with them in October/November about body image campaign
- Miscellaneous
  - Met with Anne Hudgens (June 20<sup>th</sup>)
    - Filled me in on the national status of healthcare reform and its impact on CSU, including the recent Healthcare Bill
    - Discussed the Student Health Advisory Council, including my role and the interview process for new members in the fall
    - She gave me a tour of Hartshorn and told me about all of the services that they provide
  - Attended two Orientation booth sessions
  - Worked with Dillon to start working on Alcohol EDU Posters
    - Tried to track down source of payment for posters last year, but could not find it in directors' reports or from FastPrint
- Goals for next two weeks
  - Meet with Dave Hurley & Mike Katz (in person or by phone) about plans for training volunteers
    - After meeting, begin advertising to student organizations to recruit student volunteers
    - Be in touch with RamRide about training volunteers
  - Determine amount of Health budget willing to spend on assisting at the stadium
    - Continue to explore options for providing First Aid/CPR training to stadium student volunteers
  - Be in touch with Dillon about Alcohol EDU posters and nail down funding

- Watch online tobacco trainings provided by Jan with Larimer County Public Health Department
- Solidify necessary tasks for time gone in Pine Ridge and plans for reports
  
- **Marketing – Dillon Rickard**
  - Progress on Summer Goals
    - Planner
      - Completed. Proofs expected by Monday.
    - Orientation
      - Average of 25 students per orientation signing up for more information on ASCSU.
    - Grill the Buffs
      - Potential t-shirts, flyers, and banner in design.
    - KCSU Contract
      - Revision and draft of KCSU contract in pursuit.
    - Next week:
      - Club Clips contract created
      - Website construction contract created
      - Major department meeting 7/1/2013
      - Student Org process completed
  - Director of promotions- Cassie Davis
    - Promotion updates-
      - In progress of designing a promotional event that will market Grill the Buffs earlier in the week.
    - ASCSU Collaboration-
      - Meant with various departments discussing what ASCSU can offer to student organizations and also students.
    - Next week
      - Standard Promotional ASCSU Contract drafted.
      - Work with graphic design on a universal handout to give to all students.
      - Continue the pursuit of potential collaboration with other student orgs.
  - Director of web and graphic design- Derick Murray
    - Website Updates
      - In the pursuit of changing details while also learning how to control the new website.
    - Senate Posters
      - 11 unique college council flyers being created to promote senate.
    - Alcohol Education Posters
      - Completed and ready for edits.
    - Next week:
      - Complete senate posters

- Continue work on website and re-design.
- Grill the buffs content and design completed
  
- Student Services – Jamie Ragusa
  - Past Week follow up:
    - Spoke with Lance Wright about the location of Grill the Buffs and will meet with him to scope out the possible locations next week.
    - Ordering meat and grills, etc. on July 5<sup>th</sup> as well as ordering food for Ram Road Trip.
    - Keeping contact with my department about what’s happening, the retreat, and things that are coming up.
  - Goals for this week:
    - Meet with Dillon (Exec of Marketing) about having an early Grill the Buffs event with the purpose of promoting Grill the Buffs.
    - Finalize location of Grill the buffs with Lance Wright
    - Have everything ordered for Grill the Buffs and Ram Road Trip
    - Meet with Athletics; have open communication about their involvement at Grill the Buffs
  
- Environmental Affairs – Sam Block
  - Goals for the next two weeks
    - Net-zero events
      - Talk to Andrew (previous director and current assistant) about how to get started on this
      - Get in contact with other departments that are starting to plan events about teaming up
    - New Alternative Transportation Coordinator
      - Find out who was hired
      - Introduce myself and congratulate them
      - Ask about plans for Alternative Transportation Fair and if we can get started on that soon
    - Work with the Live Green RA about getting the hall more involved
    - USA Today
      - Ask Nigel about USA Today work since I have not been contacted by USA Today yet
    - Student involvement in the Rocky Mountain Elk Foundation
      - Continue hammering out what CSU can do with the RMEF Fort Collins Chapter
    - Wildlife Awareness and Education Institute
      - Continue helping Suzanne Roller and setting her up with resources at CSU
  - Progress on goals for the next two weeks
    - Student involvement in the RMEF
      - Spoke to Allen Kerby (via phone) on possible volunteer opportunities with the Fort Collins Chapter for students
      - I will meet him in August and begin to plan more extensively

- Wildlife Awareness and Education Institute
  - In contact with Suzanne Roller about giving her the resources to start a program at CSU, will work on connecting her to Warner College
- Worked on sexual harassment course and HireRight background information
- Worked on an explanation of the Environmental Affairs Department with Andrew (previous director and current assistant)
  - Just need to finish editing and send it to Dillon (exec. of marketing) now
- Reminders
  - Send Dillon the department description by Monday
  - Find out if my department has an administrator and who it is
  - Set up meeting with Carrol Dollard, Energy Engineer, when I get back
- University Affairs – Lance LiPuma
  - Professor Evaluations
    - Got in contact with the UTFAB web designer, Erica Burr, and began dialogue about moving the evaluations from TILT.
    - Set up a meeting with Rusty Scott, the Director of ACNS, and Mike Palmquist, the Director of TILT, to discuss moving the evaluations.
      - Neither could meet the upcoming week due to scheduling conflicts. A tentative date of July 16<sup>th</sup> was set.
  - USA Today Contract
    - Set a meeting with the ASCSU President to sit down and go over the USA Today contract and propose adjustments.
    - A meeting with Jason will be scheduled to make adjustments and resign the contract.
  - Campus Liaisons
    - Discussed with Nigel about which part University Affairs should play. Nigel outlined what he wanted from me, which included outlining the type of individuals who should sit on the committee, and how to go about recruitment.
      - Began drafting ideas
  - University Affairs Presentation
    - The UA department has begun creating a presentation to use at college councils to market ASCSU and build the link between the student population and ASCSU.
      - We have begun creating a powerpoint that will address: 1) the importance of ASCSU, 2) What ASCSU can accomplish, 3) what the student fee goes towards, 4) How to get involved, 5) what is a Senator, and 6) programs run by ASCSU (ram ride, etc.).
        - Rough draft should be finished by July 2<sup>nd</sup>
  - David Feldman
    - Began working on bulletin points numbers 1 and 2
  - McKael Grayson
    - Began working on bulletin points numbers 4 and 6