

▪ **Dates to Remember**

- August 16-18: ASCSU Retreat
  - Pingree Park
- August 14 4:00pm-7:00pm: CSU Open House
  - LSC West Lawn
- August 20 8:15am- 10:00am: International Student Orientation
  - Clark A Wing
- August 22 5:00pm-9:00pm: Convocation and the Carnival
  - Moby Arena and the Intramural Fields

**Executive Branch**

▪ **President – Nigel Daniels**

- Last Two Week's
  - Colorado State University Board of Governors
    - Receive institutional updates of strategic plans for CSU Fort Collins, CSU Pueblo, and CSU Global campuses
    - Discussed ways all three campuses can work together to promote student issues at the state and national level
    - Participated as a member of the Finance and Audit and Student Affairs committee
  - Fan Experience Standing Committee
    - Met as an entire committee to discuss the goals and plan for subcommittees in the fall semester in relation to carrying out the recommendations from 2013-2013's committee
    - Confirm ASCSU participation in the subcommittees
    - Assigned to be the chair liaison to the "Ram Spirit" subcommittee
  - ASCSU and CSU lobbyist
    - Met with the ASCSU lobbyist, Jenn Penn and the CSU lobbyist, Rich Schweigert to discuss overlap between the goals established for the CSU system and ASCSU
    - Discussed potential state issues that would involve students, such as; tuition, financial aid, textbook taxes, and voter registration
    - Discussed the goals and plan for both CSU and ASCSU's annual "Day at the Capital" event
  - RamRide Advisory Board
    - Discussed the updates with the process of implementing the new dispatch system
    - Received confirmation that the RamRide student staff job offers have been made
    - Working with Transfort to determine if there is a way to extend the Late Night Bus Route hours for the upcoming Fall event
  - Colligate Readership Program
    - Met with the new CSU contact, Jason Meyer to discuss the plan for the well-known journalist Kelly Kennedy to visit CSU on September 25<sup>th</sup>
    - Discussed ASCSU and ASAP's involvement in the event

- Discussed ways to bring the Dorm Storm to CSU for next year
- Goals
  - Next Week
    - Meet the CSU contact's for Transfort to discuss this upcoming year
    - Attend subcommittees for the Fan Experience Committee
    - Meet with Jason Huitt and Pam Norris to discuss the LSC IT agreement
    - Attend and help facilitate the ASCSU Leadership and Fall Retreat
    - Touch base with Jeanie Ortega from Off Campus Life about the progress with RamRide
    - Attend and volunteer at the CSU Open House/Community Ice Cream Social
- Vice President – Andrew Olson
  - Past Week Follow-Up:
    - SFRB Spring Schedule
      - Almost done, just waiting for conformation from the president's cabinet before I send it to all the fee areas
    - Pacesetters application is just about done
      - Application is currently being looked at by Lindsay Sell
      - Yates scholarship amount for Pacesetters still unknown but may be similar to the amount last year which was \$5000
      - Pam Norris is also helping with Pacesetters as well
    - RAMCart is well underway and locations are being scouted out by Neal Lujan, Director of Technology Services and the RamCard Office as well as Thomas Moothart, Assistant Dean of Libraries
      - Location may be in the library entryway shared with the Cube and other potential locations that have high foot traffic
  - Goals for Next Week:
    - Revaluating bylaws for SFRB with Mike Ellis and Robert Schurer (ongoing through the summer until SFRB Fall Retreat)
      - Finished most of the bylaws only a couple of pages
    - Finish work on the Spring Schedule of SFRB
    - Set up catering for SFRB in the Spring with Mike Ellis and LSC Catering
    - Continue looking for an advisor to senate
    - Get the Interactive Student Fee online
      - Ongoing through August
      - Jennifer Fisher and Mike Ellis stream-lined process in which to derive budget for interactive student fee using the ASCSU, LSC, and ASAP SFRB budget sheets
        - As soon as all the budget sheets are done, they will be sent to all the fee area directors as an example
    - Work on getting the Pacesetters on the field at halftime for the Homecoming Game
      - Work with Matt Helmer of CSUEvents
- Chief of Staff – John Stockley
  - Work Completed This Week:

- Attended the Party Registration meeting through Off Campus Life
- Party Registration form will have the following added to it:
  - Question to ask when the party will start
  - Place to put a last name
  - A confirmation that registrant lives at the address being registered
- Physical signed copy will include disclaimer that allows sharing limited information with the City of Fort Collins
- All information will be automatically sent to registrants via email as well as handed out in person
- Changes to clarify language in educational material are being made
- Progress on Grill the Buffs
  - Ice truck trailer is on retainer through Iceberg Truck Rentals
    - Financial documents must be completed to move forward
  - Coke Grant has been applied for
    - No confirmation has been returned by Coke
- Held interview with Emily Smith from the Collegian
  - Discussed Nigel's conference in DC and the resulting visitation from FGCU
  - Discussed other things that ASCSU is working on such as Grill the Buffs and the Preview Orientation Fairs.
- Was gone from the office from Monday August 5<sup>th</sup> through Friday August 9<sup>th</sup>
- Goals for the Upcoming Weeks:
  - Attend and volunteer at CSU Open House event
  - Attend the ASCSU Retreat and have a wonderful time
  - Attend the International Student Orientation Fair
  - Attend the next RamRide Advisory Board Meeting
- Reminders
  - ASCSU Retreat is August 16<sup>th</sup> through the 18<sup>th</sup> at Pingree Park
  - International Student Orientation Fair is on August 20<sup>th</sup> at 8:00am
- Deputy Chief of Staff – Samantha Guinn
  - Work completed:
    - 2 press releases sent into the Collegian
      - 1 about Grill the Buffs
      - 2 about marketing progress
    - 2<sup>nd</sup> press release ready to be sent in next week
    - Started working on the Positive Impact press release- will release that when school starts
    - Started working on Community Welcome Walk press release- will go out when school starts
      - Community Welcome walk is August 28
    - Spoke with Andrew Carrera about press releases
      - If you have anything that you want to run in the collegian then it must be sent in the previous week by Wednesday.
        - Send in to [editor@collegian.com](mailto:editor@collegian.com) or [news@collegian.com](mailto:news@collegian.com)
  - To be done:

- Cabinet on Tuesday August 13 at 4 pm
- International Student Orientation Fair August 20 at 8 am
- CSU Open House August 14 4-630 pm
- Retreat is coming up fast!
- Fill open student boards
- Another meeting with Paul Thayer on Student Success Initiatives
- Keep talking with Coach Skip about Grill the Buffs
- Help out with whatever else needs to be done in the office and with other departments
  
- Finance – Fred Colclough
  - Progress on Goals from Previous Week:
    - BSOF
      - Recruiting – sent out email to student org leaders asking if they would be interested in sitting on the board.
      - Secured meeting rooms for fall/spring – BSOF will meet at 4P Thursdays in various places throughout the Rec center as they were available
    - Interactive Student Fee
      - Waiting till next week to be able to meet w/ fee funded areas in person and finalize the data we've been collecting
    - Updated Controller books expenses in recent weeks
      - Controller books will be sent to departments weekly in PDF format so you can see where you're at expenses wise in the future once school begins
    - Retreat
      - Planned P-card/ Financial request training presentations for during the retreat
  - Goals for Following Week:
    - Update Controller Books as money is spent
    - BSOF
      - Correspond with any students seeking funding, help them get ready for fall
      - Finish getting website put together/ get login for me
      - Get moved to BSOF.Colostate.EDU from SFB.Colostate.EDU
      - Help students seeking funding fill out paperwork for fall
    - Interactive Student fee
      - Continue catching up with directors that have been out for the summer/ vacations
    - Finish up retreat budget/ plan with Lauren W.
  
- Outreach – Lauren Wester
  - Work Accomplished:
    - Met with Andrew Cundiff about ASCSU Advisor Luncheon to finalize details.
    - Started to gather supplies for the ASCSU Retreat.
    - Finalized ASCSU Retreat Schedule.
    - Finalized Roommates for the ASCSU Retreat.
    - Finalized menu orders for the ASCSU Advisor Luncheon.
    - Wrote and sent out packing list for Pingree for ASCSU Retreat.
    - Met with MillCityChurch to discuss community outreach in Fort Collins.

- Met with Kim Grubbs, Pam Norris, and Herman Diaz to finalize Retreat details.
- Filled out Declaration of Attendance for Pingree.
- Continued to research for outreach project.
- Contacted several people about the outreach projects.
- Briefly discussed CLP with Nigel Daniels to work on meeting dates.
- Met with Riley Bitner to talk about GLI and options for fundraising.
- **Goals:**
  - Meet with Mike Ellis to discuss speech at ASCSU Retreat.
  - Meet with the Outreach Department.
  - Make vision board example for ASCSU Retreat.
  - Make supply list
  - Shop for supplies.
  - Make roommate signs for Pingree.
  - Make conversation starters for ASCSU Retreat.
  - Attend Executive Retreat on Thursday, August 15<sup>th</sup>, 2013.
  - Gather all necessary documents for ensure a successful retreat.
- **Ram Leadership Team – Kevin Johnson**
  - The application was finalized and is now live online.
  - The email that I will be sending to students on the list that you gave me will be sent sometime between now and the end of the weekend.
  - Nate has also called and reserved rooms for interviews for the days that we decided upon.
  - All that is left is to decide a place to hold the retreat.
  - I have decided that I would like to stay local for the retreat.
  - I would also like to pitch the idea that I would like to design and make RLT t-shirts to wear to events such as RamRide, volunteering, or any other service activity to help get our name into the CSU community.
- **Greek Life and Student Organizations – Riley Bitner**
  - **Greek Life**
    - Working on setting up a time to talk with Beau about his thoughts and ideas about the “Greek Chapter of the Year” as well as how he thinks we can get the incentive money
    - Depending on what Beau says when I talk to him we will need to ask Nigel about the fund that Fred mentioned and ask him how he thinks we should acquire the incentive money (we may want to do this anyway to see his thoughts on how that money should be acquired).
    - A lot of this is still in the brainstorming phase for the Fall but I would like to work with Dylan and all the local chapters to get philanthropy events marketed more so we can have a bigger impact and get more non Greeks involved with these events
  - **Student Orgs**
    - Still waiting to get the contact info for student orgs so that I can send the email to them. I am just waiting until the first week of school that way everyone is back on campus and people will actually be checking their emails so it doesn't just go unread.
  - **Retreat Planning / CLP**
    - Last time we talked it seemed that both the retreat and CLP were somewhat at the point where they were coming together without much work from us, at least the retreat was and I will check in early with you next week for any last minute things that need to be

done such as the vision board stuff. As far as CLP goes it seems like you and Nigel have been working on that and I am just waiting for you to ask for some help when you need it.

- Graduate and International Student Affairs – Wahid Awad
  - Work Accomplished:
    - I had a Phone meeting with the executive director of the outreach department as we discussed the future plans of the department and the cooperation with the graduate student council. We discussed as well ideas some steps to be taken as part of a plan to be drawn to get international and graduate students involved in Greek life. Moreover, we talked about some comments the graduate student council has about the GSC/ASCSU Contract that needs to be further discussed.
    - Communication is still going on with the GSC regarding attending the GS orientation and departmental orientations to recruit and let new students know who we are.
      - A presentation is being prepared for the graduate schools orientation to be presented to graduate students in cooperation with the GSC.
  - Goals:
    - Setting up a meeting for the GSC and ASCSU to discuss the GSC /ASCSU contract and plans for the fall semester.
    - Finalize the final preparations for the ASCSU retreat.
    - Attend the pre-retreat meeting of the outreach department to discuss the goals for the Outreach Team and to get organized before the new semester.
    - Think of some personal/professional goals that I would like to accomplish in the New Year, to be presented in the department meeting.
- Governmental Affairs – Morgan Smith
  - Progress From Last Week:
    - Attended the final Community Welcome Walk meeting
      - Looked at the new map, including more districts than last year
      - Talked about logistics for the day of the event
      - Last year, ASCSU had the most number of volunteers than in years past
      - I will remind everyone about this event at the retreat!
      - We reviewed the materials from last year, edits will be made by Monday
    - Met with Jenn Penn, Nigel, and Rich Schweigert
      - Met in Denver on August 6<sup>th</sup>
      - Discussed CSU's goals for the legislative session
      - Also discussed how CSU and ASCSU can work together more to be effective at the capitol
    - Met with The Collegian
      - Talked about the implementation of HB13-1147
      - The bill requires institutions of higher education to provide students with a way to register to vote while registering for classes
      - At CSU, this will be done on RamWeb during the registration process

- Called CSU legal counsel to get additional details, still waiting to hear back from them
- Rich Schweigert was very helpful in finding out the implementation details
- Fall Roundtable
  - Called the city manager's office to see if council members had RSVP'd
  - Finalized a format for the event
  - Still looking for room options for the event
- Town hall with Jared Polis
  - Room is confirmed
  - Equipment is confirmed
  - Email has been sent to all Executive Directors
- Goals For Next Week:
  - Send email to everyone in ASCSU about Community Welcome Walk
  - Have a better idea of who is attending the fall roundtable
  - Attend ASCSU retreat
  - Review party registration material from CU Boulder
  - Provide feedback on Community Welcome Walk material
  - Continue to work on Jenn's contract
- Health – Mackenzie Whitesell
  - Progress on summer goals
    - Cam's Crew
      - Contacted Mike Katz about t-shirt design for Cam's Crew and updates on motor pool contract
        - Has t-shirt design started, sent to Dave Hurley and myself for review
        - Contacted John about process for getting t-shirts ordered through ASCSU
      - Informed Fan Experience Standing Committee about progress with Cam's Crew
      - Contacted Dillon about making flyers for Cam's Crew to have when school starts
      - Spoke with Audrey about funding process used for Positive Impact in years past
    - Tobacco
      - Read article regarding smoking vs. clean air rights sent by Jan from Larimer County Public Health
    - Miscellaneous
      - Attended Fan Experience Standing Committee meeting on August 5<sup>th</sup>
      - Called Bralia Fortune after receiving a call from her – it turns out she will still be the Assistant Director of Health
        - She still needs to be ratified by Senate, which will hopefully happen in August/September
        - I will train her during the first couple weeks of school
      - Wrote Bralia an overview document of all the projects I have been working on this summer with a general idea of the type of work she may need to do for each project – sent to her on August 8<sup>th</sup>
      - Brainstormed t-shirt ideas for Body Image Campaign
      - Talked with Janelle Patrias about MHAOD committee update for August/September

- Emailed Sam about Body Image campaign to get her ideas
- Goals for next two weeks
  - Get Cam's Crew flyers made, printed, and put up on campus by Friday, August 23<sup>rd</sup>
  - Email more student orgs/send reminder emails about Cam's Crew
  - Solidify date for training of Cam's Crew
  - Make plans for Cam's Crew t-shirts with Mike Katz – if too late, get badges for volunteers to have in early games
  - Attend ASCSU Retreat!
  - Attend International Student Orientation Fair (August 20<sup>th</sup>)
  - Attend Pre-Season Football Game Management Meeting (August 20<sup>th</sup>)
  - Attend Game Day Subcommittee Meeting
  - Attend RamWelcome!
- Marketing – Dillon Rickard
  - Progress on Summer Goals
    - Planner
      - Delivered August 9th. In the process of distributing to various areas on campus.
    - Grill the Buffs/Involvement fair
      - Due to the fact that these two events are now being held at the same time, ASCSU marketing and Slice marketing will be working together to market accordingly.
    - Advertising
      - Advertising space purchased in 'Ram Deals' coupon booklet.
    - Student Org Promotion
      - Continuing to work with various student orgs that have approached us and asked us to help market them to the rest of campus.
      - In the process of obtaining a list of all student org contact info in order to reach out and help student orgs understand what it is that ASCSU can do for them.
  - Next week:
    - Order potential ASCSU apparel for Grill the buffs.
    - Department meeting Cancelled due to Retreat.
    - Continue with Potential Coloration Meetings.
    - ASCSU retreat 16th-18th
  - Director of promotions- Cassie Davis
    - Grill the Buffs
      - Meant with shirt designer for potential pricing of Grill the Buff Shirts.
    - Next week
      - Out of Office
  - Assistant Director of Marketing- Sean Morris
    - Sign Locations for grill the Buffs
    - Compiled a list of all potential sign locations in order to direct students for grill the buffs due to its new location.
    - Promotional Companies
      - Became familiar with the companies that CSU is allowed to collaborate with on using the logo in order to ensure that ASCSU stay within the guidelines on future projects.



- Next week:
  - Continue to Assist Dillon Rickard with ASCSU Marketing tactic for the first and second week of school.
  
- **Student Services – Jamie Ragusa**
  - Past Week Follow up:
    - Met with Joyce Durol, Lindsay Sell, Lance Wright, and Hermen Diaz about Grill the Buffs + Involvement expo and made strides in terms of ordering what we need and how the serving lines on the basketball courts will be constructed.
    - Everything is coming together for reserving grills, canopies, hand washing sinks, drinks, etc.
    - We also reserved a refrigerator rental truck for the burger meat and sodas through Ice Berg rentals. With these extra things needed because of no LSC at our disposal, this may be the priciest Grill the Buffs CSU has ever seen.
    - Spoke with Cassie from marketing about Penny jerseys to give to ASCSU volunteers for Grill the Buffs but decided they are too expensive so we are now looking for a cheaper option.
    - Still planning on having the promotional event on the first day of classes to encourage students to attend Grill the Buffs/Involvement Expo.
    - For-ever-green shirts are ordered and might be ready for the ASCSU retreat.
  - Goals for Next Week:
    - Get ready for retreat and prepare to update the rest of my department on the summer and Grill the Buffs preparations.
    - Lay down goals and plans for the year
  
- **Environmental Affairs – Sam Block**
  - Goals for the next two weeks
    - Alternative Transportation Fair
      - Try and get in contact with Aaron Fodge, the new Alternative Transportation Manager
    - National Campus Sustainability Day
      - Talk to Andrew and brainstorm ideas of what to do this year
    - Food Day
      - Figure out a location, email facilities
      - Help the SSC set up restaurants to help out with Food Day
    - Net-Zero Grill the Buffs
      - Talk to Jamie about this more
      - Contact Amanda Fitzpatrick with Facilities for help
    - Housing and Dining Meeting
      - At the SEEAC meeting be a proponent for hiring a Sustainability Coordinator
      - Start finding volunteers for the plate waste audit in the fall
      - Start brainstorming more questions for a fall student survey
    - Live Green involvement

- Email the Live Green RA, Allie Petersen, and see if I can talk to the hall at RamWelcome
- Start preparing what I want to talk to them about
  - Sustainable living fair volunteers
  - E-mail list for event updates
- Progress on goals from the last two weeks
  - Food Day
    - Researched what other universities have done
      - Made a draft of the ideas I thought would be good for CSU
    - Met with Jacob Kimiecik from the SSC
      - Discussed which restaurants to contact
      - Discussed which student orgs have shown interest
  - Housing and Dining Meeting with Tonie Miyamoto
    - Spoke about setting up a survey
      - Is onsite renewable energy still what student's want?
      - Do students think CSU should have a central Sustainability Coordinator?
    - Spoke about getting more volunteers to take part in the plate waste audit (ASCSU and I talked to the SSC about getting student orgs involved)
    - August 21<sup>st</sup> at 2pm will be the first eco-leaders meeting, my department will be present here
  - Live Green involvement
    - Emailed Ethan Billingsley, the advisor of live green about possible joint involvement
    - Asked for the RA's email address to set up a meeting with her
  - A student brought up an issue to me of CSU wasting plants from flower beds—I need to brainstorm ideas of how I can tackle this or who I can contact about this—maybe do a free give away to students of flowers and plants that are torn out and suggest planting perennials instead of annuals
- Reminders
  - August 20<sup>th</sup> first SEEAC meeting and International Student Orientation Fair—find out if these conflict
  - August 21<sup>st</sup> at 2pm will be the Eco Leaders meeting
  - Set up a meeting with Dillon and Jacob once we have more ideas of what Food Day will be
  - Set up meeting with Carrol Dollard
- University Affairs – Lance LiPuma
  - Course Surveys
    - Still waiting to hear back from Mike Palmquist before I set up a meeting with the Registrar Chris Seng.
    - Mike Palmquist presented the information to Tim Gallagher and he agreed that there is little argument against the proposal.
  - Academic Integrity
    - Met with Elaine Green to discuss Academic Integrity and what her department does and the future of CSU's honor code policies.

- We discussed University Affairs creating a student committee to consolidate the student opinion on the current Academic Integrity code/policy and future changes.
  - Timeline was set to have a list of positions and what populations on campus to include in the committee.
- Committee List
  - Waiting to hear back on the majority of committees to confirm current seats and chair.
    - Will have to wait for the school year and attend committees to double check.
- Senate
  - Began creating a survey to give to returning senators to assess concerns and increase retention.
  - Began working on a proposal for getting a credit hour for senators.
    - Hoping to present this to the Registrar prior to the end of August.
- David Feldman
  - Nothing was assigned
- McKael Grayson
  - Nothing was assigned
- Will be having a department meeting next week before the retreat to introduce Action Item Reports (AIR) and assign semester goals and jobs.

