

▪ **Dates to Remember**

- Director's Reports are due on Fridays at 4:00pm every week
- Cabinet on Wednesday the 28th is cancelled for the Community Welcome Walk
- Payroll signature dates –Every two weeks. If you are on payroll, please be sure to have those dates outlined on your calendars. This is your responsibility! The next signature date is on Wednesday, September 4th (The first date of the official Senate Meeting).

Executive Branch

▪ **President – Nigel Daniels**

- Last Two Week's
 - Transfort and Late Night Bus Route
 - Met with the general manager, service planner, and service development representatives to introduce the new administration and establish goals for the year
 - Discussed the basic terms of the current agreement between ASCSU and Transfort
 - Collaborate with Transfort staff to plan for the Late Night Bus Route to operate earlier than normal hours for the Macklemore concert on Aug. 30
 - Discussed marketing efforts for the route changes to route 3 (extended hours) and route 11 (route change)
 - Fan Experience Subcommittee: Ram Spirit
 - Discussed methods the university could consider to expand Ram pride in general
 - Reinforcing traditions across the campus such as 'Get Your Green on Fridays', safe tailgates, and athletic prep rallies
 - Discussed and explored different models that other universities have adopted to increase school pride
 - ASCSU Retreat
 - Assist in facilitating the leadership retreat for all the Executive Directors and other branch leadership
 - Discussed the goals and vision of ASCSU as an organization for this upcoming year
 - Collaborate with the Rocky Mountain Student Media Corporation to discuss the relationship in this upcoming year
 - University Events
 - Met with Mathew Helmer to discuss events that the ASCSU President and Vice President are invited to and will be invited to speak at
 - Discussed the plan for how university events are structured and ASCSU's role
 - Master Plan for University Parking
 - Introduction to Aaron Fodge, the new Alternative Transportation manager

- Discuss potential changes to the university master plan for parking and commuting across campus
- Discussed potential plan for plan for Meridian St. with consideration to safety, convince, and campus image

- **Goals**
 - Next Week
 - Meet with Mike Ellis to discuss the potential new fee committee
 - Begin preliminary planning of the conference, through working with the NCLC and APLU
 - Successful and safe implementation of Grill the Buffs, the Rocky Mountain Showdown, and Macklemore
 - Begin classes and prepare for the semester
 - Meet with partner university student leadership to discuss potential for collaboration

- **Vice President – Andrew Olson**
 - Past Week Follow-Up:
 - SFRB Spring Schedule
 - Sent to all fee areas and fee areas confirmed the days,
 - Pacesetters application is just about done
 - Application is currently being looked at by Pam Norris
 - Yates scholarship amount for Pacesetters is \$5000
 - Matthew Helmer is helping with getting the logistics of Pacesetters (Recognition at Homecoming Game on the field etc.)
 - 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 will most likely 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 all changes I will be recommending to the board
 - 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

- **Chief of Staff – John Stockley**

- Work Completed This Week:
 - Worked booth at the CSU Open House Ice Cream Social
 - Talked about the late night bus route to students and community members
 - Attended ASCSU Leadership Retreat
 - Set goals for the upcoming year
 - Discussed leadership styles
 - Attended ASCSU Retreat
 - Facilitated a goal setting session
 - Had a lot of fun
 - Attended the International Student Orientation Fair
 - Passed out student planners
 - Talked to incoming international students
 - Attended Ram Welcome Carnival
 - Solidified volunteers for Ram Welcome Street Fair
 - Held Meeting with Aaron Fodge the new alternative transportation manager
- Goals for the Upcoming Week:
 - Have a successful and fund Grill the Buffs
 - Get all ASCSU personnel to attend the Community Welcome Walk
 - Have a successful first week of classes
 - Help facilitate the Jared Polis event
- Reminders:
 - Director's Reports are due on Fridays at 4:00pm every week
 - Cabinet on Wednesday the 28th is cancelled for the Community Welcome Walk
- Deputy Chief of Staff – Samantha Guinn
 - Work completed:
 - Successful retreat last week!! Great job Lauren!
 - Met with the Collegian staff to discuss the relationship and what we expect of each other. Very productive and constructive meeting.
 - Press release for Community Welcome Walk and Grill the Buffs, and positive impact all sent in to the collegian.
 - Work to be completed:
 - Community welcome walk
 - Grill the buffs
 - Meeting with Paul Thayer next week
 - Completion of schedule.
- Finance – Fred Colclough
 - Progress on Goals from Previous Week:
 - Make sure to use the ASCSU financial request forms, NOT the SLiCE ones
 - All forms come to me FIRST, then I will get them to Kim/ SLiCE/ etc.
 - BSOF

- Website up to date, ready to go
- Email sent out to senate to get members
- Training set for 8/29/13
- Interactive Student Fee
 - Meeting soon with Mike Ellis to hash out what is left to be done
 - Updated Controller books expenses in recent weeks
- Still getting caught up on summer purchases, expect to meet with me soon if your department hasn't yet
- Trained on Quali and P Cards with Diana and Michele

- Goals for Following Week:
 - Update Controller Books as money is spent
 - Keep catching up with departments on money that was spent over summer
 - More Quali training/ getting comfortable with it

- Outreach – Lauren Wester
 - Work Accomplished:
 - Leadership Development research
 - Outreach project research
 - Wrote vision for Outreach Department
 - Prepared materials for the ASCSU Retreat
 - Made accommodations for separate transportation to ASCSU Retreat
 - Finalized guest list for the ASCSU Retreat
 - Hosted a successful ASCSU Retreat at Pingree Park August 16th – August 18th
 - Cleaned supplies from ASCSU Retreat
 - Met with Nigel Daniels to discuss CLP
 - Volunteered at Ram Welcome Street Fair
 - Volunteered at Ram Welcome Carnival
 - Set up office hours for the semester
 - Goals:
 - Set up regularly scheduled department meetings.
 - Break down CLP into small steps to get the project started.
 - Help Kevin Johnson get ready for RLT interviews.
 - Brainstorm outreach ideas to connect with students.
 - Figure out a day each month to do leadership development or community building for the leaders of ASCSU.
 - Riley Bitner – Director of Greek Life and Student Organizations:
 - Greek Life
 - Lindsay Sell, the new Director for Greek Life starts on September 4th and I have already talked to her about setting up a meeting once she starts, so sometime hopefully that week I will be sitting down with her to talk about the Greek Chapter of the year idea. Following the meeting with her and hearing her thoughts I will hopefully be having a meeting with the presidents of the four Greek councils to further work out the details and feasibility of the competition.

- As far as other Greek Life things go, I still need to sit and talk with Rachel about what goals she has for the department and that will hopefully happen next week sometime.
- 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.
- **Governmental Affairs – Morgan Smith**
 - Important Dates:
 - Community Welcome Walk is Wednesday August 28th from 4:30 to 8:00 pm at the Drake Center, please sign up at <http://ocl.colostate.edu/community-welcome>
 - The town hall with Jared Polis is Thursday, August 29th from 4:00-5:30 pm in the Morgan Library Event Hall (1st floor)
 - Progress From Last Week:
 - Community Welcome Walk
 - Sent an email to everyone in ASCSU
 - Fall Roundtable
 - Have a finalized list of who is attending from the city
 - Still working on a room for the event
 - Met with Aaron Fodge
 - Discussed his new role and how we can work together
 - Attended ASCSU fall retreat at Pingree Park
 - Met a lot of new people
 - Got to discuss goals with my department
 - Went to the international student orientation fair
 - Talked with students from all over the world about ASCSU and how to get involved
 - Went to the Ram Welcome street fair
 - Recruited students for Ram Leadership Team
 - Goals For Next Week:
 - Have a very successful Community Welcome Walk on Wednesday!
 - Attend Jared Polis event on Thursday
 - Set our first department meeting on Tuesday
 - Attend Macklemore and Rocky Mountain Showdown
- **Health – Mackenzie Whitesell**
 - Progress on summer goals
 - Cam's Crew
 - T-shirts
 - Worked with Mike Katz on t-shirt design
 - Contacted Burt's shirt company about potential pricing
 - Contacted Doug Max with Athletics about t-shirt contacts for discounted prices (waiting to hear back)

- Contacted current volunteers about t-shirt sizes
- Posters
 - Designed posters for recruiting volunteers – approved by Dillon, Mike Katz, and Dave Hurley
 - Got posters printed to be hung up next week
- Sent Sam information for press release to the Collegian about Positive Impact/Cam's Crew
- Sent reminder emails to student organization leaders to pass on recruitment information to their members
- Attended Pre-Season Football Game Management meeting (8/20)
- Emailed Blanche and Doug to confirm funding from Student Affairs and Athletics
- Worked with Karla with Ovations food to get food vouchers for volunteers
- Set training date to be September 10th at 5-7 pm
- Began discussion with Mike & Dave about how to make payments for Cam's Crew
- Tobacco
 - Read articles from Jan about CU's smoking policy taking effect this fall and about new proposal for expanding the smoking ordinance in Fort Collins
- Miscellaneous
 - Attended ASCSU Retreat!
 - Attended ASCSU Executive Retreat day
 - Attended International Student Orientation Fair
 - Attended Game Day Subcommittee meeting (8/23)
 - Attended Ram Welcome Carnival
 - Attended Ram Welcome Street Fair
 - Attended meeting with Anne Hudgens and others regarding new health insurance policy at CSU
 - Based on this, responded to a request by Collegian reporter asking to delay interview and release of article about health care policy until campus is not so hectic
 - Talked with Christina Berg about resources for students with long-term illnesses at CSU, including special dietary needs (after conversation with Lauren about a potential collaboration with Outreach)
 - Planned and held initial training for Bralia Fortune (new Assistant Director of Health) to orient her and fill her in on the retreat
- Goals for next two weeks
 - Order t-shirts for Cam's Crew
 - Put up Cam's Crew posters to recruit volunteers
 - Follow up with CSUPD on Cam's Crew payments
 - Follow up with Mike Katz on transportation from Detox tent
 - Print all training materials and paperwork needed for Cam's Crew (including contracts, tally sheets, evaluations, schedules, etc.)
 - Meet with Christina about tobacco update and work on tobacco as necessary following that meeting

- Work with Lauren on long-term illness project ideas
- Attend Fan Experience Standing Committee
- Attend Community Welcome Walk
- Attend Grill the Buffs!
- Attend Macklemore concert

- **Marketing – Dillon Rickard**
 - **Progress on Summer Goals**
 - Grill the Buffs/Involvement fair
 - Marketing Material made and acquired, ready to go for Grill the Buffs and the Involvement Fair. Please Mark your calendar for August 29th.
 - Advertising
 - Various student Orgs that are now coming to us and have been kind enough to include our logo when we help them. This has been an awesome way to get the ASCSU brand out on a variety of different venues. We will continue to push for collaboration and get ASCSU on as much material as possible.
 - Academic Integrity
 - Continuing to work with Academic integrity to promote Academic integrity week and to inform campus the consequences of miss conduct as CSU.
 - Student Org Promotion
 - LADLC has asked ASCSU to help with the Event “College to Career’.” We are in the process of organizing a complete package that will promote there event across the main Campus.
 - Beginning to work with slice to discuss a potential survey that inquires about student org needs. ASCSU will also now be present when Student orgs register through SLICE in order to inform them of what ASCSU can truly offer them.
 - **Next week:**
 - Department meetings begin weekly starting Tuesday from 6pm-7pm
 - Participation in various events: Grill the Buffs, Macklemore, Community Welcome Walk, and Rocky Mountain ShowDown
 - “College to Career” main promotional material up by the end of the week.
 - Work on ASCSU Supreme Court Material.
 - **Director of promotions- Cassie Davis**
 - Promotion Avenues
 - Working on clarifying the different areas of promotion throughout the CSU campus. This includes Today@Colostate, CSU marketing and variety of other avenues. Hopefully we will be able to stream line this process for ASCSU and other student organizations.
 - Next week
 - Grill the Buffs and Involvement Fair promotion all week. Handing out handbills to students all across campus.
 - Continuing to work on discovering avenues of promotion across campus.

- Assistant Director of Marketing- Sean Morris
 - Table Card Processes
 - Discovered the process in which you are able to place table cards at various dining halls around campus.
 - Printing packages.
 - In order to be efficient we have designed a standard pricing sheet for Fast Print on campus so that we are able to give people price estimates prior to contacting fast print and there for streamlining the process.
 - Next week:
 - Continue to Assist Dillon Rickard with ASCSU Marketing tactic for the first and second week of school.
 - Grill the Buffs and Involvement Fair promotion all week. Handing out handbills to students all across campus.

- **Student Services – Jamie Ragusa**
 - Past Week Follow up:
 - Had a great retreat with my department As well as the rest of ASCSU, we are very excited to work together and make new strides this year within the Student Services department.
 - Everything is in place for Grill the Buffs except for volunteers. We are all very excited for this day but we **NEED MORE VOLUNTEERS**.
 - Promotional event has turned into handing out marketing flyers about Grill the Buffs and the Involvement Expo around campus.
 - For-ever-Green shirts are in!! I am working on a distribution calendar for this year to ensure that we are do not find ourselves with extra T-shirts at the end of this year.
 - Ram Road Trip now has 7 buses! Very exciting. And I still ne volunteers for that, there is a free Rocky Mountain Showdown ticket in it for chaperones!
 - Goals for Next Week:
 - Have a fantastic Grill the Buffs/Involvement Expo, Ram Road Trip and start planning for Homecoming, and the first Tailgate.

- **Environmental Affairs – Sam Block**
 - Goals for the next week
 - Bike to Breakfast
 - Get all vendors confirmed
 - Get one more mechanic
 - Meet with Joy Childress, CSUPD and Jennifer Johnson with Parking services to talk about details
 - Start working on getting volunteers
 - National Campus Sustainability Day
 - Nail down exactly what the event will be
 - Get Eco-Leaders ideas and involvement
 - Food Day
 - Reserve a space and number of tables
 - Talk to the horticulture club
 - Live Green Involvement

- Get an E-mail list of the residents
 - Meet the residents soon
 - Recycling bins on campus
 - Figure out who to talk to about this
 - Get back to Quan on possibilities of changing them so they are less confusing
- Progress on goals from the last two weeks
 - Bike to Breakfast
 - Contacted Joy Childress with CSUPD and my department will be taking the lead on this
 - Picked dates, the events will be on 9/5,9/12,9/19 and 9/26 from 7:30-10:00am
 - Called vendors, two confirmed and still working on the others—call Snooze again on Monday
 - Attended the first SEEAC Meeting, talked about goals for future meetings
 - National Campus Sustainability Day
 - Researched what other universities have done
 - Brainstormed ideas
 - Food Day
 - Met with Jacob, Director of SSC talked about more details
 - Live Green Involvement
 - Met with the Live Green RA
 - Spoke about the Sustainable Living Fair Volunteers
 - Need Ram Bicycle Classic Volunteers
 - I will be a guest speaker at one of their seminars
 - Sustainable Living Fair
 - I will be at a booth with the SSC
 - Met with the director of the SSC on the content we will have at our booth
 - Eco Leaders
 - Presentation was rescheduled for Sep. 5th
 - Spoke to Quan who will relay the message about National Campus Sustainability Day
 - Alternative Transportation Manager
 - Met with Aaron Fodge
 - Asked about starting to plan the Alternative Transportation Fair
 - Went to Ram Welcome and made cotton candy! It was a blast!
- Reminders
 - First Live Green Team meeting on September 5th 9-10am
 - Invite Aaron Fodge to our next SEEAC meeting Sep 10th 7:30-9am TILT 104
 - Set up meeting with Carrol Dollard
- University Affairs – Lance LiPuma
 - Course Survey
 - Setting up a meeting with Mike Palmquist to discuss the future of the proposal and how to present it to the Faculty Council.
 - Committee List
 - Gave list to Kelsey Hall so the Judiciary Branch can pick their External Committees.
 - Have begun asking senators to pick their external committee list.
 - Will be meeting with Jody Donovan to ask for guidance with getting in contact with the chair from each committee.
 - College Council
 - The list has been assigned to McKael Grayson

- She will be in charge of talking to senators to get information about their college councils.
- Senate List
 - Timeline is set to be finished by September 18th
- Senate Credit Proposal
 - Finished
 - Will be presented to Jody Donovan 8/29
- Frontdesk – Kim Grubbs
 - Last Two Week's
 - Schedule regular incoming meetings for President and Vice President
 - Worked on scheduling SFRB Advising meetings. We scheduled them through the election of the new SFRB Vice Chair. Once the Vice Chair is elected, we will secure meeting dates for the remainder of the semester.
 - Payroll –completing all of the required paperwork for employees to have to begin working in ASCSU.
 - The Front Desk Staff is helping the new staff members get their payroll signed for the upcoming payroll deadline.
 - Working on rescheduling cabinet meetings from the Student Recreation Center to a room closer to the Behavioral Science Building, as the BSB room 107 will be the location of this year's senate meetings.
 - Working to hire a new member of the front desk staff. The position is posted and we are working to place a student with work-study into the position. If we cannot find a viable candidate with work-study, we will open it up to all students next week.
 - Get caught up on all of the communications missed during the retreats
 - Processing disbursement vouchers and internal orders for the office
 - Secured approval through university purchasing for the large order of Buffalo meat for the Grill the Buffs Pep Rally
 - Goals
 - Get new front desk staff hired and trained