

## ▪ Dates to Remember

- Every Friday of the Summer = Friday Afternoon Club @ I-house
- Orientation Involvement Fair Starts 6/11
- June 12-16 Black Issues Forum
- Apt Life Resource Fair 6/19
- Finance Training: 6/19, 12:30 PM, ASCSU Office
- Next Cabinet Meeting – June 20<sup>th</sup> at 6:00pm.
- CAP Task Force Meeting, Thursday June 21<sup>st</sup> 2-3 PM
- Next Director's Report due – June 22 at 4:00pm.
- Finance Training: 6/26, 9 AM, ASCSU Office
- Finance Training: 6/27, 2:00 PM, ASCSU Office
- Finance Training: 6/28, 3:30 PM, ASCSU Office
- Finance Training: 7/2, 1:00 PM, ASCSU Office
- 8/31/12 – Grill the Buffs
- 9/2/12 – Rocky Mountain Showdown, Ram Road Trip

## Executive Branch

### ▪ President – Regina Martel

- Progress on Goals from the Last Two Weeks:
  - First eight days of the administration have been good! Introducing ourselves to administration, city officials, finalizing contracts, budgeting etc.
- Goals for the Next Two Weeks:
  - Meet with Lindon to talk about legislative goals – what pieces of legislation we want to push. Get an update about student loan rates and the position papers that we are sending out.
  - Meet with Mike Ellis to talk about the student fee process, the LSC renovations, and advising roles.
  - Finalize the Rocky Mountain Student Media Corporation agreement with Larry and Jason
  - Introduction meeting for myself and Joe with Provost Rick Miranda.
  - Interview with Katie Huss for the LSC Renovation video.
  - Update Institutional Plan for Student Fee with Blanche, Mike, and Lynn.
  - LSC Renovation meetings – Branding and Renovation
  - Child Care Project: initial meeting is on Wednesday, looking at good things that are happening with Child Care on campus and looking at what we can do improve anything.
  - Start Another four week session of class.
  - Board of Governors – get ready for new member meeting and Board retreat at Pingree

### ▪ Vice President – Joe Eden

- Progress on Goals from the Last Two Weeks:
  - Because we had no set goals, I have nothing to follow up on, but I will say that the transition kept us all very busy. I had numerous meetings with advisors from across campus including Lance Wright to discuss Senate, Pam Norris to discuss the Pacesetters award, Mike Ellis and Lynn Johnson to discuss the fee process, and Tony Frank and Blanche Hughes to discuss the President's Cabinet and the relationship we will have in the year to come. I also have settled in to my office (formerly the Director of Finance's office), and configured my email accounts and schedule. I am typically in the office every day around 1pm, and if there is anything you would like to meet with me about please contact the front desk about setting up a meeting.

- **Goals for the Next Two Weeks:**
  - Over the next two weeks my primary focus is going to be on working with the front desk to schedule meetings with fee area directors to begin establishing relationships and moving forward with the SFRB process. I plan to have the majority of these meetings scheduled for the middle of next month, but to have the scheduling itself done in the immediate future. I will also continue to work on the email to be sent out regarding what it is that we need to discuss moving into the next year and what the new process will look like with the changes from last year's senate. I have a meeting with Dr. Ellis, Director of the Lory Student Center on Monday, June 18, to discuss all of the above.
  - In conjunction with work surrounding the Student Fee Review Board, I have meetings scheduled to work with administration on a draft institutional plan for the University that deals with student fees and how they are dealt with.
  - Outside student fees, I plan to work on getting ahead on the Pacesetters Scholarship and updating documents to have the correct dates, etc. so this will not become an overwhelming tedious project in the fall when time could potentially be better spent elsewhere.
  - As far as Senate goes, I plan to get in touch with Senators and confirm that the special summer committee is still willing to commit to a time if the need arises, as several items are presenting themselves which may require said Senate. I will also be working to organize the Senate roster to be up to date with committee heads and members and ensure all emails are correct and filed in a way that makes communication as efficient as possible.
- **Miscellaneous:**
  - Please remember to keep the office clean! Right now the office does not look anything like it should, and could be much more organized and less cluttered. Remember, we are a PROFESSIONAL organization and should look the part.
  - I am beginning to compile a list of students that are interested in the student fee review process, so if you are at all interested please get in touch with me so I can add you to that list. Being in ASCSU doesn't mean that you will be favored, but it does not disqualify you by any means either.
  - If you haven't already done so, please sign up for a timeslot to work at the involvement fair, it is crucial to get first year students involved so that none of what we do goes to waste after we are gone!
- **Finance – Wendy Bowling**
  - **Progress on Goals from the Last Two Weeks:**
    - Created a new Student Funding Board application
    - Created a new Financial Authorization form
    - Created a Flow Chart for Student Organizations seeking funding
    - Spoke with Bobby from SLiCE about Student Organizations who had received funding and will be receiving a computer tower from SLiCE to hook up a powerpoint presentation with Student Funding Board announcements for events on it.
  - **Goals for the Next Two Weeks:**
    - **Internal Finances**
      - Create an internal guide to Financial Procedures
      - Create a list of illegal purchases
      - Send out budgets for the year to each department and sit down with each Director to discuss it
      - Go through University Quali Training and train the necessary individuals on the system
      - Get all ASCSU Officers P-Card Trained

- Work on completing Collegiate Readership, Transfort, and Campus Media Contracts
- Begin planning the Finance Portion of the Fall Retreat
- Student Funding Board
  - Finish Guide to Campus Funding for Student Organizations
  - Composing e-mail to Student Organization Presidents regarding Summer Funding Board
  - Figure out members for the Summer Funding Board
  - Revise the Student Funding Board Bylaws
  - Compose something which lays out presentation expectations for Student Orgs presenting to the Student Funding Board
  - Speak with LSC event planning and create a way that Student Organizations LSC charges get sent to ASCSU
  - Discuss with Campus Activities what funding looks like and help streamline funding procedures
  - Begin drafting the application for at large Student Funding Board Members
  - Begin planning of the Student Funding Board Retreat
  - Talk to SLiCE about ways Student Organizations can earn money
  - Look into Liaison Rolls for the Student Funding Board
- Other
  - Draft legislation with Regina to bring a speaker to campus
  - Update the Website with new information
- Miscellaneous:
  - You CANNOT make any purchases through the month of June. If you have any questions or concerns about this please let me know.
  - I will be looking for ASCSU volunteers to help with the Summer Funding Board. If this is something you would be interested in please let me know.
- Chief of Staff – Robert Duran
  - Progress on Goals from the last two weeks:
    - I have become more knowledgeable about RamRide, Positive Impact, and many other programs/events within departments.
    - Learned how to fully operate Outlook and the email accounts
    - Have set up Bi-Weekly Director’s meetings with many of the director’s but still working on getting everyone scheduled.
    - Have been working on defining my job during the summer.
  - Goals for the Next Two Weeks:
    - Continue to build relationships with directors and work on learning strengths and weaknesses
    - Become more knowledgeable about Departments and Programs of ASCSU
    - Be supportive and help everyone work towards their goals
    - Continue to get scheduling of Bi-Weekly Director Meetings
- Community Development – Brian Roling
  - Progress on Goals from the last two weeks:
    - Retreat agenda: rough draft
    - Pingree park reserved
    - RLT goals started
    - Greek RamRide planning started

- **Goals for the Next Two Weeks:**
  - Get contacts ready for the Summer Retreat
  - Have a specified/semi-concrete agenda for the Summer Retreat
  - Make a rough packing list, food allergies or preference email for Summer Retreat
  - Finalize RLT Applications
  - Rough Draft RLT Brochures
  - Greek RamRide Month planning underway and reminder emails sent out
- **Miscellaneous:**
  - I am going to need a little help with planning the retreat. I am up in Fort Collins every Saturday, so an hour a so a weekend to catch up would be great
  - **Mid-July : Summer Retreat Planned**
    - Contacts/ Guest Speakers
    - Finalized Schedule
    - Transportation
    - Catering
    - Activity and workshops planned and ready to go
    - Materials ready to be bought (if needed)
    - Packing list sent out
    - Food allergy and preference email sent out and recorded
    - Alcohol/behavior/expectations contracts sent out
    - Goals and other workshop prereqs sent out
  - **Mid-August : RLT**
    - RLT Retreat Planned
    - Prospective members recorded
    - Contact prospective members
  - **Mid-August**
    - Greek RamRide Weekend planned and solidified
- **Diversity – Angel Smith**
  - **Progress on Goals from the Last Two Weeks:**
    - Met with Mary Ontivaros
    - Follow up with the Assistant Directors
  - **Goals for the Next Two Weeks:**
    - Get my department on the committees with Mary
    - Get better acquainted with the SDPS offices
      - Find out their wants and needs
      - Meet with their student staff
      - Find out what programs they may want to partner with
        - Do they have new programs they want to implement
    - Meet with Director of CASA
    - Do we want to do something for Homecoming?
    - Establish what days our summer email meeting will be on
- **Graduate Student Affairs – Katherine Zaunbrecher**
  - **Progress on Goals from the Last Two Weeks:**
    - n/a Just beginning!

- **Goals for the Next Two Weeks:**
  - set up a desk, computer, mail access, and regular office hours for the summer
  - familiarize myself with the people around the ASCSU office
  - set up timeline for the summer as well as August events (in conjunction with the Graduate Student Council)
  - look into having assistant directors
  - familiarize myself and establish outlook calendar
  - establish time for meetings with Chief of Staff
  
- **Governmental Affairs – Lindon Belshe**
  - **Progress on Goals from the Last Two Weeks:**
    - Position Papers written and mostly done
    - Emails sent out to all locally based state legislators and U.S. congressmen
    - Desk is cleaned!
    - Outlined and explored (through two meetings) the feasibility report on a textbook tax break.
    - Constructed a template for a legislation tracker
  - **Goals for the Next Two Weeks:**
    - Complete position papers, which address student loan rate increases. This includes signing, mailing and drafting a letter for the administration.
    - Send position paper to the Collegian
    - Begin feasibility and support report for the two potential pieces of legislation for the upcoming year
    - Clerical work, including setting up my Outlook calendar, fixing the email log in and cleaning (today)
    - Beginning setting up a practical strategy for the upcoming year, while considering the budgetary projections, timeline and overall goals
    - Send out up-dates to my deputy and assistants
    - Make connections with some of the CSU Administration
    - Attempt to set up meetings with Reps. Gardner and Polis
    - Trying to begin setting up appointments for legislators (especially those not up for reelection and on the Education Committee) to speak at Senate.
  
- **Health – Audrey Purdue**
  - **Progress on Goals from the Last Two Weeks:**
    - Met w/ Athletics and CSUPD regarding Positive Impact- both organizations still value Positive Impact Regina and I have decided that we will heavily document activities of Positive Impact this year in order to make changes in the future. I am partnering with Marketing Department to create plastic cups to hand-out w/ tailgating rules at Hughes and safe alcohol consumption tips.
    - Currently analyzing and collecting results of the Spring 2012 Tobacco Opinion Survey, my goal is that this information will be available to students Fall 2012.
    - I am working with RamRide to include alcohol poisoning training as a part of volunteer training procedure. Becky and I have also discussed providing water-bottles with safety facts, food, and condoms to RamRide patrons.
  - **Goals for the Next Two Weeks:**
    - Finish Draft of Tobacco Opinions Survey Report
    - Finalize CSU participation in Larimer County Tobacco Grant
    - Send information/wording of Positive Impact cups to Marketing

- Send AlcoholEDU posters to Lory Colab to be updated for Fall 2012
  
- **Marketing – Nicholas Patenaude**
  - Progress on Goals from the Last Two Weeks:
    - Met with Audrey
    - Met with KCSU
    - Sent 7 emails to set up meetings so far
    - Sent email to marketing staff to set up a meeting time for next semester
  - Goals for the Next Two Weeks:
    - Continue having meetings with people affiliated with marketing in different outlets. (i.e. KCSU, CTV, etc.)
    - Finalize the planners.
    - Orientation pamphlet.
  
- **RamRide – Becky Ewing**
  - Progress on Goals from the Last Two Weeks:
    - Met with Spencer about the RamRide dispatch system. He transferred all of the code to our computer and gave us full access to it.
    - Met with Paul and Sean about the Mobile App that they are hopefully designing for us. I gave them access to the code so that they can work on it from home and I will be checking in with them the second week of July.
    - Met with Robert and Audrey about working more closely with the health department next year. We are looking into being able to have water and snacks (like crackers) in the RamRide cars for patrons.
    - Met with Regina and Robert about my goals for the summer and what needs to happen moving forward.
    - Made contact with the Housing and Dining Services to get approval for putting RamRide swag and information in the residence halls for all incoming students.
  - Goals for the Next Two Weeks:
    - Submit Coke grant proposal for Fall semester
    - Meet with Jessica about starting to put together the food donors list for Fall semester
    - Check in with Cassie about getting the T-shirt proposal together by July 6<sup>th</sup> so we can order them
    - Meet with Nick and Robert about marketing for RamRide (t-shirts, keychain flashlights for dorms, KCSU, etc.)
    - Start putting together policy expectations for staff
    - Continue to edit the Emergency Procedure Manual
  
- **Student Services (Interim) – Taylor Jackson**
  - Progress on Goals from the Last Two Weeks:
    - Met with Tim Brogdon (last year's Director of Student Services and the new director of Ram Ruckus) and Regina to go over contacts and what my summer goals need to be
    - We were considering having Grill the Buffs on the Thursday before the game instead of Friday because we are more likely to get coaches and players there. However, Thursday is already booked for the Fall Involvement Expo on the plaza so we have to do Grill the Buffs on Friday. I am still

working to get as many coaches there as possible and hope that Coach McElwain will be able to make it this year to start off our new era in football.

- Made initial contact with Linda Krier who will help coordinate coaches being at Grill the Buffs
- Made initial contact with Yauks meet to give them a heads up that we will be placing an extremely large order for buffalo burgers in August
- Goals for the Next Two Weeks:
  - Meet with:
    - Gary Ozzello, Senior Associate Athletics Director (Ram Road Trips)
    - Antionette Williams, Coca Cola representative (Grill the Buffs)
    - Joyce Durol, LSC Catering (Grill the Buffs)
    - Representatives from vegetarian/vegan groups on campus to discuss veggie options for Grill the Buffs
  - Start coordinating with FLEXX to make sure we have all of the grills, tents, etc. we need for Grill the Buffs
- Miscellaneous:
  - I'm still doing work as Controller, so let me know if you have any financial questions.
- **Sustainability – Andrew Oringer**
  - Progress on Goals from the Last Two Weeks:
    - Worked with CAP (Climate action plan) on integrating student voice and participation into mission to make CSU's campus more energy efficient
    - Have been in contact with Josh Alley (head of Student Sustainability Center) on some alternative transportation events, and fall bike parade
  - Goals for the Next Two Weeks:
    - Contact Sheela and Carol Dollard in facilities about single stream recycling data
    - Set up meeting with Off-Campus Life about Revamp of CSU Rideshare website
    - Contact COPIRG, Energy Conservation Corps, and Environment Colorado on feedback about student interest on CSU's campus over the last year, use this to propose strategic plans for increased student support on environmental issues
  - Miscellaneous:
    - Talk to Ryan about Facebook page
- **University Affairs – Billy Raddell**
  - Goals for the Next Two Weeks:
    - Meet with Joe
    - Set up new schedule
    - Work on filling committees and councils
    - Keep working on Student Planners
    - Keep working on door hangers
    - Meet with Jody Donovan on working with professors and the test file
    - Meet with Kim
  - Miscellaneous:
    - 7/1/12 major date to turn handbook proof