

▪ Dates to Remember

- Monday July 9th 9:00am send in HPC HPA reports
- July 10th 5:30pm Game Day Traditions Focus Group
- **July 11th 6pm Cabinet meeting in Laporte Conference Room (we will get you call in # soon)**
- Next Director's Report due – July 20th at 4:00pm.
- ASCSU Retreat – August 10-12
- August 16, 9-11am—Graduate School *General Orientation*
- Tuesday July 17, 2012 RAR meeting at Tony's
- July 18th Ram Road trip and Rocky Mountain Showdown Tickets go on sale
- 8/30/12 – Grill the Buffs
- 9/1/12 – Rocky Mountain Showdown, Ram Road Trip

• ASCSU Announcements

- Involvement fair has kicked off, please sign up for a time to work ASAP.

• Budget Update:

Executive Branch

▪ President – Regina Martel

- Progress on Goals from the Last Two Weeks:
 - Finance: Wendy and I have been meeting to get a handle on the finances for the upcoming year. If you haven't done so already please make sure to schedule finance training with Wendy. Finance Training is a great way to start the year so you can know exactly what you can spend money on and the process to go about it.
 - ASCSU Retreat – Get excited! The retreat is right around the corner – August 10-12. Make sure to mark your calendars and let everyone in your departments know to RSVP by next Wednesday.
- Things to remember: everyone will need to bring their own bedding. Please make us aware of any dietary restrictions that you might have so we can accommodate for those as soon as possible.
 - Traditions council/Forever Green – Met with Lindsay Sell regarding the new Forever Green Book. ASCSU will have four pages this year to ensure that we are able to highlight the great programs that ASCSU puts together. If you have any interest in the committee please let me know and I will make sure to add your name to the list.
 - Transfort – met with Kurt to discuss Transfort riders for the summer. We are keeping it at full-fee paying students for the summer term. Also, making sure the education is out there and easily accessible so students can get rides with ease.
 - handbook at the end of next week. The handbooks will be delivered two weeks before school starts.
 - Student Services: Met with Taylor and Wendy for an update on Grill the Buffs and Forever Green t-shirts. Everything looks on point with the program!
- Goals for the Next Two Weeks:
 - Prepare Student Report for the Board of Governors August meeting
 - Work with Pam on some advising structures that we are brainstorming through. Also, meet with Mike regarding SFRB Advising and Senate Advising.

- Herman will be coming to the office next week and we will be introducing him to everyone. He will act as the Chief of Staff and the Deputy Chief of Staff's advisor and will be attending cabinet meetings. If you haven't met him let me know and I will introduce you!
 - Joe and I will be meeting with Blanche, Jason, Lynn, and Mike to talk about the Student Fee Process for the Institutional Plan.
 - I will meeting with Molly from USA Today regarding the contract and what we want to see going into the next year if we have any changes etc.
 - Catch up with the editorial board at the Collegian to talk about advertising for the coming year.
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- **Vice President – Joe Eden**
 - Progress on Goals from the Last Two Weeks:
 - For the past two weeks I have been focusing on meetings with my advisors with regards to the Student Fee Review process. I have also begun work on the Senator's packet, including sample legislation and an explained version of the agenda. Please see me if anyone needs any help getting legislation started, Senate starts in just over a month!
 - Goals for the Next Two Weeks:
 - For the next two weeks I plan on working extensively to get ahead on Senate matters. I am putting together a packet for Senators with the help of the Marketing department so the first session goes as smoothly as possible for New Senators.
 - I will continue working on recruiting faculty members to serve as members of the PaceSetters selection committee, as well as finalizing the necessary documents so that event can go as smoothly as possible.
 - We will be meeting with Dr. Hughes from the President's office to go over Institutional Plans, and ensure the wording is correct on the students' end.
 - I plan on starting a project looking into the process surrounding student fees, particularly how Senate plays a roll in that process, so I will be doing extensive work with the ASCSU Constitution and Student Fee Review Board bylaws.
 - 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!
 - Please be on guard for any students that may wish to get involved around campus, particularly in Senate, as we are short several seats.
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- **Finance – Wendy Bowling**
 - Progress on Goals from the Last Two Weeks:
 - Meet with the Directors of the Bookstore and RamTec and got a collaborative plan in place on who can use the ASCSU account numbers to make purchases and what authorization they must receive first
 - Worked on Legislation for the ASCSU Senate involving Budget adjustments

- Finalized ASCSU budget, where we are actually and the best way we can maintain our finances for the future year
- Got the majority of Directors Financially trained
- Met with different Directors on their budgets and ways we can be fiscally responsible this year with our funds
- Worked with Slice and other campus partners to promote the Summer Funding Board
- **Goals for the Next Two Weeks:**
 - Present Legislation to ASCSU Summer Senate
 - Create and fix the process for the SFB post event evaluation, looking into a similar format as the Diversity Grant model
 - Look at my signs and determine which ones need stands and fixing for the school year
 - Make sure that all Directors are Financially Trained
 - Create training for SFB
 - Create an application for at large SFB members
 - Create Finance presentation for financial portion of the Summer Retreat
 - Assist groups wishing to put on events in finding the right funding source
 - Finish and publish the guide to University Funding
 - Meet with the rest of our internal suppliers to ensure that our financial practices are being followed
 - Get Controller Books up to date
- **Controller – Taylor Jackson**
 - Progress on Goals from the Last Two Weeks:
 - It's been extremely busy with Student Services so I've been mostly focusing on that.
 - Goals for the Next Two Weeks:
 - Put together new Controller Books for 2012-2013. Update internal accounting codes.
 - Set up a meeting with Wendy to discuss where she needs me most this summer while I work both Student Services and Controller.
 - Miscellaneous:
 - Make sure you attend a finance training! See Wendy's report for dates/details.
- **Chief of Staff – Robert Duran**
 - Progress on Goals from the Last Two Weeks:
 - Set Fall office hours and school schedule up on Outlook
 - Met with Austin and talked about how to operate director's meetings in the fall, still to check with Regina
 - Met with Regina and need to look into reorders for pamphlets
 - Got financially and P-Card trained through Wendy
 - Learned a lot more about Climate Wise and Ride Share
 - Talked to many director's about new programming and partnerships
 - Helped Audrey gather information regarding Positive Impact
 - Had meeting with Regina about OohLaLa

- Met with John and talked about new housing developments and learned a lot about the Community Welcome
- Goals for the Next Two Weeks:
 - Continue to schedule bi-weekly director's meetings
 - Continue to follow up with director's regarding director's reports
 - Set up a meeting with Bobby in regards to OohLaLa
 - Introduce myself and set up meeting with Herman
 - Talk to Regina and Joe about Fall Retreat
 - Get President's Office meeting scheduled to prepare for Retreat
 - Follow up with Austin regarding performance evaluation changes
 - Continue talking with Brian about planning for retreat
 - Continue to focus on summer goals, strengths and weaknesses with Director's during meetings
 - Continue to be a support and help other work towards goal completion
 - Help Becky with SRPU bid if needed
 - Follow Up with Nick about pamphlets
 - Attend Game Day Traditions focus group
- Miscellaneous:
 - Remember that we all have responsibilities over the Summer and it's important that we stay vigilant of those.
 - Remember to sign up for the Orientation Involvement Fair to help out over the summer (sign-up sheet at front desk).
 - **Please Turn In Your Director's Reports in On Time!**
 - **Please Schedule Your Bi-Weekly Director's Meeting with Me ASAP if you haven't done so already.**
 - **Remember that there are repercussions for not completing director's reports or not turning them in on time**
 - Talk to John in Community Affairs about volunteering for Community Welcome
 - **Remember to put office hours in Outlook**
- Deputy Chief of Staff – Austin O'Neil
 - Goals for the Next Two Weeks:
 - Prepare HPC (high performance contracts) and HPA (high performance assessments) evaluation, tier rankings and goal setting for staff for Regina's , Joe's and Rob's review
 - Review Past directors reports
 - Meet with Regina to discuss break out session 1 for fall retreat
 - Meet with Hermann to discuss roles and expectations
- Graduate Student Affairs – Katherine Zaunbrecher
 - Progress on Goals from the Last Two Weeks:
 - completed timeline of tasks, including priorities
 - GSC officer meetings for July and August scheduled

- met with Jodie Hanzlik: graduate students will have a visible and highly active role at the general Graduate School orientation—August 16
- attended finance training
- **Goals for the Next Two Weeks:**
 - contact Andrea Schweitzer and Pablo Bauleo to finalize a date for a seminar that they will offer for all graduate and professional students about transitioning from academics to industry
 - coordinate with Nick to digitize a logo for the Graduate Student Council
 - find two highly-active graduate students to head a GSC/ASCSU orientation staff
 - I will be out of town from August 15-September 1, which coincides with the Graduate School orientation.
- **Governmental Affairs – Lindon Belshe**
 - **Progress on Goals from the Last Two Weeks:**
 - Prepared detailed outline of upcoming year
 - Sent out updates to assistants and deputy
 - Contacted many student body presidents and governmental/legislative affairs directors about programs that mirror those we may aim to achieve
 - Emailed House/Senate staff, as to get legislative updates before bills are officially introduced
 - Worked on budget
 - **Goals for the Next Two Weeks:**
 - Send out legislation feasibility report to Jenn, Regina and my Deputy/Assistants
 - Meeting with former Senator Bacon and hoping to meet with Rep. Massey
 - Update Rich S., Jenn Penn and others on summer progress
 - Finish planning and begin assembling voting and registration options for students
 - Begin sending out emails to candidates that have a high chance of winning there November elections
- **Health – Audrey Purdue**
 - **Progress on Goals from the Last Two Weeks:**
 - I contacted Doug Max this week regarding Positive Impact being a part of the football management meetings and obtaining parking passes for the season. I want to ensure that Positive Impact is involved and attends all management meetings this year.
 - Made revisions to the Tobacco Opinion Survey presentation, for simplicity I will shorten the length of the presentation. My goal is to have it available on the ASCSU website by the end of summer/beginning of fall semester.
 - This next week I am going to send out a recruitment letter to all student organizations about participation in Positive Impact. I would like to have five groups signed up for the entire semester with about 20-30 volunteers per game.
 - Ovations food service has contacted ASCSU about participating in a program that rewards designated drivers at Football games. We are still discussing details, this would be a good activity for Positive Impact volunteers to do once the game starts.
 - **Goals for the Next Two Weeks:**
 - Finish final copy of Tobacco Opinions Survey Report that will be published online.
 - Contact Lieutenant Wolf for volunteer training process of Positive Impact and send out student organization recruitment letter for Positive Impact.

- Meet with the Health District of Northern Larimer County to discuss further involvement with the Health Care Matters project.

- **RamRide – Becky Ewing**
 - Progress on Goals from the Last Two Weeks:
 - Met with Regina and Wendy about RamRide’s budget to see where we could save money for next year. We made some changes to group payments so that every night now has the same rate. We also set the rates for special nights (first few weeks, Halloween, etc.)
 - Decided on lanyards to give to incoming students in the residence halls. Those are currently being designed and will be ordered next week.
 - Wrote most of the policy expectations for the staff.
 - Created a staff t-shirt design that I have sent out to the RamRide staff to get their opinions on.
 - Started conversations about possibly submitting a SRPU bid for in two years.
 - Worked the Preview table and continued to promote RamRide to the incoming students.
 - Put together the calendar for volunteers for the first few weekends of operations (especially for the Greek Life Weekends).
 - First Weekend (August 23rd- 26th)- Delta Delta Delta is working all weekend. SOGBLT has agreed to help volunteer for at least one night. If it works better for numbers we may ask that they split up volunteers over a few nights however.
 - Second Weekend (August 30th – September 2nd) - This weekend is still empty and so I plan to talk to Hugo about contacting some of the Greek houses that we haven’t heard from yet to see if they would be interested in working. I also plan on emailing student orgs that volunteered for us last semester to see if they can help.
 - Third Weekend (September 6th-9th) – Pi Kapp has signed up for this weekend. They are currently trying ask a few different houses to join them.
 - Phi Kappa Theta has also responded but has not finalized a date yet. I also need to contact ATO about which weekend they wanted to work.
 - Goals for the Next Two Weeks:
 - Start going out with Jessica to find food donors
 - Submit the t-shirt proposal for the RamRide staff shirt
 - Continue to edit the Emergency Procedure Manual
 - Continue to work on the policy expectations
 - Show both the Manual and policy expectations to Kim and Rob to get approval of them
 - Find volunteers for the first few weekends of RamRide – especially the second weekend!
 - Begin creating a new contract for volunteers and groups
 - Talk with Liz about setting up the calendar for next year.
 - Attend a focus group for Athletics about game day traditions
 - Meet with Regina, Mike Ellis, and some of the other RamRide staff to see a new automated dispatch system
 - Finalize how the relationship will be between the front desk and RamRide for volunteer sign-ups.
 - Working the Preview table on 7/11, and 7/18

- **Student Services (Interim) – Taylor Jackson**
 - Progress on Goals from the Last Two Weeks:
 - Met with Joyce Durol and got everything I need for LSC Catering
 - Contacted FLEXX and got grills reserved

- Got final invoice from Yauk's Meats
- Met with ASAP to get DJs figured out
- We got approval to have Grill the Buffs on the West Lawn and Sutherland Garden. We will also have Coach Mac and Director Jack Graham at Grill the Buffs this year!!!! This will mean we have a much bigger area to work with and new challenges presented. I am continuing to work with Athletics to make this event a success.
- Goals for the Next Two Weeks:
 - Meet with:
 - Antionette Williams, Coca Cola representative (Grill the Buffs) – we weren't able to connect this week but she's free next week to talk.
 - Meet with Nick in Marketing to discuss what we can do on the plaza on Friday, August 31
 - Meet with SLiCE to discuss Involvement Fair/Grill the Buffs Interaction
 - Game Day Traditions Meeting with Athletics
- Miscellaneous:
 - The dates of Grill the Buffs and Rocky Mountain Showdown have changed!! Grill the Buffs will now be on Thursday, August 30 and the game will be on Saturday, September 1 (so that it can be televised)
 - I'll be sending out information towards the end of the month on volunteering for Grill the Buffs and Ram Road Trip volunteers. I'll need a lot of support from all 3 branches to make these events a success. Thank you in advance!
- **Sustainability – Andrew Oringer**
 - Progress on Goals from the Last Two Weeks:
 - In contact Fort Collins Utilities and Climate Wise Program about potential for energy audits of Greek housing, (part of "Greeks go Green" campaign which is a work in progress for fall semester)
 - Set up meeting with Sonja Jensen, Director of Greek Life, about implementing free energy audits by climate wise program for Greek houses
 - Met with Tim Broderick (Housing and Dining Sustainability Coordinator) about collaborating on recycling education program during Reslife move in, as well as potential for bike education training for the Eco- Leaders program from CBAC
 - Continued to work with Carol Dollard and Sheela Backen in facilities about making consistent signage for single stream recycling throughout campus.
 - Goals for the Next Two Weeks:
 - Continue to work with Climate Wise on Energy audits for Greek houses
 - Work to develop ideas for Alternative Transportation fair in October
 - Follow up on Ramweb tab for CSU Rideshare program with Registrar's office
 - Continue to develop and revamp utilities guidelines and energy conservation in rented homes check sheets with facilities, housing and dining, and Off-Campus life, to show consistency in marketing "green is good"
 - Miscellaneous:
 - No CAP task force meeting in July

