

▪ Dates to Remember

- **CABINET MTG \*\*\*THIS WEEK\*\*\* @ 6PM in Room 210 (Call in # is 491-2606)**
- July 27<sup>th</sup> 1-2:30 LSC RM 232 education/outreach program CSU/City
- Every Friday of the Summer= Friday Afternoon Club @ I-house
- July 31 roundtable 10:30-11:30
- **DIRECTORS REPORTS DUE AUG. 3<sup>rd</sup> by 4pm!**
- ASCSU Retreat – August 10-12
- August 16, 9-11am—Graduate School *General Orientation*
- Community Welcome is Wednesday August 22
- 8/30/12 – Grill the Buffs
- 9/1/12 – Rocky Mountain Showdown, Ram Road Trip

Executive Branch

▪ President – Regina Martel

- Progress on Goals from the Last Two Weeks:
  - Institutional Fee Plan: Joe and I have been working with Mike, Lynn, Blanche and Jason to go over the fee plan that is to be sent to the Board of Governors in the August meeting. We made sure that the wording was loose enough to still be flexible for student input but still set good guidelines.
  - Joe and I met with Matt Helmer to map out the big CSU events that we will be asked to be at in order to get a handle on what we can expect in the coming year.
  - USA Today: I met with Molly to talk about the coming year, look at different locations and start talking about ways that the administration is helping to have more spots so faculty/staff/administration can be part of the readership program as well.
  - Forever Green: we have been working with Kathy Phifer to get going on the Forever Green book that will be handed out to first year students to introduce them to some of the traditions here on campus. Inside of the book there will also be a fold-out poster with the 70 things to do before you graduate. ASCSU has four pages in the book to talk about what ASCSU does, some of our programming and big events that we put on.
  - Met with Linda and Ken Yoder regarding the IT agreement that we have set up with the LSC. No major changes were made to the contract.
  - RamRide: Becky and I met with an individual from a company who focuses on technology advancements for safe-ride programs. See Becky or myself for details but I think that it will be a really cool project!
  - Senate: had a brainstorming meeting about Senate regarding retention, appreciation. We focused on how to get more students involved in the branch.
  - ASCSU Alumni tour: Rob and I toured campus with ASCSU Alumni talked about goals for the year etc.
  - Wendy and I met with Neal to talk about the banking situation on campus.
- Goals for the Next Two Weeks:
  - I will be out next week. If anyone needs anything I will be checking my email very regularly and will have both cells on me!
  - August Board meeting is the following week. I will start preparing for that.
  - Meetings: Joe Zimlich, Darin Atteberry, Chris Knight (Mortenson), readership program.
- Miscellaneous:

- **Vice President – Joe Eden**
  - Progress on Goals from the Last Two Weeks:
    - I have had a chance to meet with several directors in the past two weeks and begun building relationships with them.
  - Goals for the Next Two Weeks:
    - I have meetings set up to continue relations with fee funded area directors this next week, and I am out the following week.
    - I will be meeting with ASCSU legislators on a new system which would (if passed) alter the way student fees are presented and handled internally here.
    - I am scheduled to meet with our general council about changes to the ASCSU constitution to clean the document up a little.
  - 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.
    - I will be out of the office all next week (July 27<sup>th</sup>), please shoot me an email if any emergencies come up.
    - Please be on guard for any students that may wish to get involved around campus, particularly in Senate, as we are short several seats.
  
- **Finance – Wendy Bowling**
  - Progress on Goals from the Last Two Weeks:
    - Trained the majority of Directors on ASCSU Finances
    - Sat down with most Directors to go over their budgets for the year and brainstorm ways of being fiscally responsible with those funds
    - Created an internal guide to Financial Procedures
    - Created a list of illegal purchases
    - Created new internal coding
    - Created presentation expectations for Student Orgs presenting to the Student Funding Board
    - Updated the Website with new information
    - Composed an e-mail to Student Organization Presidents regarding Summer Funding Board
    - Created a new Student Funding Board application
    - Created a new Financial Authorization form
    - Created a Flow Chart for Student Organizations seeking funding
  - Goals for the Next Two Weeks:
    - Internal Finances
      - 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
      - Figure out members for the Student Funding Board
      - Revise the Student Funding Board Bylaws and compose legislation for Senate

- Speak with LSC event planning and create a way that Student Organizations LSC charges get sent to ASCSU
- Begin drafting the application for at large Student Funding Board Members
- Begin planning of the Student Funding Board Retreat
- Look into Liaison Rolls for the Student Funding Board and create job descriptions
- Miscellaneous:
  - All ASCSU Officers must go through financial training each year. If you have not yet sent me an e-mail about which day works best for Financial Training, Please e-mail me at Finance@ascsu.colostate.edu
  - Make sure you are following Financial Procedures. Please come to me if you have questions or concerns
  - I will be looking for 5 Senators, 4 at Large members, and 1 Executive member to serve on the Student Funding Board in the Fall. If you would like to serve in any of these rolls please e-mail me at Finance@ascsu.colostate.edu also if you have anyone who would like to serve as an at large member to the board please have them do the same.
  - If you are a member of a Student Organization who would like to seek funding by the Student Funding Board please send me an email at the address listed above
- Controller – Taylor Jackson
  - Progress on Goals from the Last Two Weeks:
    - Got Controller Books finished and sent to Wendy. All accounting codes are up to date.
  - Goals for the Next Two Weeks:
    - Help Wendy wherever needed in Finance Department.
    - Serve on Summer Student Funding Board as needed.
  - 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:
    - Office hours are up and updated every Thursday, my office hours for the school year are already set up. Please see Outlook
    - Still working on meeting with all directors on a bi-weekly basis.
    - Have followed up with directors missing director's reports.
    - Kim is setting up a meeting for both me and Herman.
    - Front Desk is working on scheduling President's Office meeting.
    - Have met with Regina regarding Fall Retreat and expectations.
    - Communicating with Brian about the Fall Retreat, everything is falling in place. ☺ Good job.
    - Refocusing directors meetings to prepare for Fall and sharing expectations as well as working on goals, strengths and weaknesses.
    - Helping directors with all that I can and continued support
    - SRPU bid now looks unlikely as construction timing could be a risk
    - Attended the Game Day Traditions meeting.
    - Attended the Alumni campus tour and met with a lot of alumni.
    - Got Nick to edit ASCSU Pamphlets and reordered
    - We got RamRide swag finalized and ordered
  - Goals for the Next Two Weeks:

- Meet with President's Office to collaborate for Fall Retreat
- Meet with Andrew Olson to work on Fall Retreat Break out session
- Meet with Herman
- Reschedule director meetings due to leaving town.
- Continue to schedule bi-weekly director's meetings
- Continue to follow up with director's regarding director's reports
- Refocus to Summer goal completion/progress, Fall goals, strengths and weaknesses with Director's during meetings
- Follow up with Brian regarding Retreat
- Miscellaneous:
  - **7/2-7/7/12 I will be out of office (Can we reschedule for director's biweekly meetings?)**
  - Don't forget to volunteer as a chaperone for Ram Road Trip
  - Don't forget to get your Rocky Mountain Showdown tickets if you plan on attending
  - Ram Ruckus membership is up and running on CSURams.com website under tickets
  - **Please set up bi-weekly meetings with me if you haven't.**
  - **PLEASE TURN IN DIRECTOR'S REPORTS IN ON TIME**
    - **From now on we will be STRICTLY following the expectations section of your responsibilities. We have been very lenient with the timing of these reports of the Summer, but this will not be the case anymore. I will send confirmation if I have received your report from here on out to help with the confusion.**
  - Remember that we all have responsibilities over the Summer and it's important that we stay vigilant of those.
  - Talk to John in Community Affairs about volunteering for Community Welcome
- Deputy Chief of Staff – Austin O'Neil
  - Progress on Goals from the Last Two Weeks:
    - I have completed the HPA presentation and a few forms that go along with it. I hope by this weekend to have the whole system completed and ready to present
  - Goals for the Next Two Weeks:
    - Complete HPC template and presentation
    - Schedule meeting with Regina and Robert to fully discuss HPC/HPA potential
    - Set up system for Tier Ranking
- Community Affairs – John Dietrick
  - Progress on Goals from the Last Two Weeks:
    - Successful Community Welcome meetings, along with general idea on what we will be supporting financially for the Community Welcome.
    - Set up weekly meetings with advisor for the rest of summer and entire fall semester
    - Worked with CSU and Fort Collins city liaison to secure speakers for the Community Welcome. (Darin Atterberry- City Manager & Tony Frank)
  - Goals for the Next Two Weeks:
    - Work with Student House Action Plan (SHAP) committee, and continue to have the student body represented and aware of all developments and future projects
    - Continue to spread word about the Community Welcome in the ASCSU office and other student orgs (greek life, athletics, ect.)

- **Diversity – Angel Smith**
  - Progress on Goals from the Last Two Weeks:
    - Met with Mary Ontivaros
    - Got updates from the Assistant Directors
    - Met with Foula and Kathy
    - Did Pcard training
    - Gave Ideas for Friday after Grill the Buffs
  - Goals for the Next Two Weeks:
    - Meet with Wendy to go over budget
    - (Hopefully) meet with Foula and Kathy for the last time about the liaison positions
    - Get updated ideas from Associate Directors
    - Finalize the Homecoming float ideas that the SDPS offices have (if their offices are participating)
    - Go to the SDPS Director’s Meeting
      - Outline the feedback I have received from them and the students workers
      - Attend the BAACC Know Before You Go meeting with the incoming freshmen
    - See about helping with International Student Orientation
    - Finalize the date my first department meeting will be held on
    - Get Associate Director’s schedules for the fall
  - Miscellaneous:
    - I am telling Mary we don’t want to participate in the panel
- **Graduate Student Affairs – Katherine Zaunbrecher**
  - Progress on Goals from the Last Two Weeks:
    - waiting to hear back from Andrea Schweitzer and Pablo Bauleo
    - contacted GSC members about logo design
    - contacted GSC and compiling a list of students able to attend orientation
  - Goals for the Next Two Weeks:
    - begin designing flyers for Andrea and Pablo’s talk
    - submit GSC logo for digitization
    - order polos for GSC officers
    - plan agenda for meeting with GSC officers
- **Governmental Affairs – Lindon Belshe**
  - Progress on Goals from the Last Two Weeks:
    - I have emailed Slice about reached out to many student org. presidents about the debate series.
    - I’ve contacted Congressman Polis’ office about the potential for a debate.
    - Emailed Jenn (our lobbyist) about which pieces of legislation we have decided to pursue.
    - Emailed bookstores around the state, in hopes of appraising the fiscal impacts of a textbook tax break.
    - Contacted my deputy and assistant and gave them a summer update.
    - Finalized financial books for the upcoming year.
    - Began planning Advocacy Day, including contacting Gov. Hickenlooper’s office.
  - Goals for the Next Two Weeks:
    - Begin meeting with possible bill sponsors.
    - Meet with Jenn and legislators down at the Statehouse



- Email Rich S. and other CSU administration with an update
- Contact all interested/potentially interested student orgs. about the debate series.
- Finish feasibility report.
- Send out another update for my deputies.
- Miscellaneous:
  - The primaries have passed and elections are becoming much more “predictable.” Therefore, I will be meeting with likely-November winners. If I am not in the office during my office hours, check my calendar or call 970.213.5636.
- **Health – Audrey Purdue**
  - Progress on Goals from the Last Two Weeks:
    - Still working on the Tobacco Opinion Survey presentation, I want to ensure that it is precise before publishing.
    - Sent a recruitment letter to Herman Diaz to relay to all student organizations about participation in Positive Impact. Herman informed me that when student organizations register in August the letter will be sent out. Kappa Delta and United Women of Color have already verbally committed to participating.
    - I met with Thea and Nicole this past week, these ladies will be taking over the Health Care Matters Project this fall and will contact me when they need assistance.
    - I attend the bi-monthly Responsible Alcohol Retailers (RAR) meeting this past week. RAR will be sending out a letter to local businesses reminding them that students will be returning soon and to be mindful that their displays do not encourage drinking games. The Associated Students of Colorado State will have their name on this letter.
  - Goals for the Next Two Weeks:
    - Finish final copy of Tobacco Opinions Survey Report
    - Contact Lieutenant Wolf, CSU Health Network, Conflict Resolution about holding a Positive Impact training a week before the first home game
  - Miscellaneous:
    - Advisor Meeting with Christina Berg 07/23
- **Marketing – Nicholas Patenaude**
  - Progress on Goals from the Last Two Weeks:
    - RamRide shwag has been ordered.
    - Work has begun on finance ad.
      - Mainly making sure the cover page looks good.
    - Met with rooster magazine
    - Met with Student Services to discuss Grill the Buffs, Ram Road Trip
      - Thought up a few ideas for the Friday that we have the plaza reserved for.
  - Goals for the Next Two Weeks:
    - Finalize Positive Impact cups
      - As well as posters
    - Utilize Facebook as a marketing tool for Grill the Buffs
    - Finalize finance ad with Wendy
    - Work on things for the fall.
    - Reorder orientation pamphlets
    - Order posters for residence halls

- **RamRide – Becky Ewing**
  - Progress on Goals from the Last Two Weeks:
    - Met with Regina, Mike Ellis, Jessica, Jason Hewitt, and an employee about their product Ride Cell. This is an automated dispatch system that RamRide will hopefully be able to implement in the fall semester. I am very excited about this program but will need to do more research before we make the final decision.
    - Talked with Liz about setting up the calendar for the next year. If she cannot get to it this weekend, then it will not be able to get done until she gets back.
    - Order post-it notes for the incoming students in the residence halls.
    - Finally decided on the style and colors that we want for the RamRide staff shirt. Those will be ordered next week.
    - Met with Athletics and a few other members of ASCSU about football game traditions and what we currently enjoy or want to see added.
    - Had the first Summer Funding Board meeting and approved an event for La Raza.
    - Conversation officially began about submitting a proposal for SRPU. Due to LSC renovations however, we are not sure if this year is the best time to submit the proposal. We will probably have to wait and leave it as a suggestion for next year.
    - 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 23<sup>rd</sup> - 26<sup>th</sup>)- Delta Delta Delta is working all weekend. SOGBLT and Student Leaders in Science have also signed up to work nights.
      - Second Weekend (August 30<sup>th</sup> – September 2<sup>nd</sup>) – Chi Omega and Sigma Phi Epsilon are signed up to work the entire weekend.
      - Third Weekend (September 6<sup>th</sup>-9<sup>th</sup>) – The groups that were originally scheduled for this weekend moved to a different weekend (September 20-23). Therefore, we only have the group SACANS signed up to work this weekend.
  - Goals for the Next Two Weeks:
    - Go out with Jessica to find food donors
    - Submit the final t-shirt proposal for the RamRide staff shirt
    - Show both the Manual and policy expectations to Kim and Rob to get approval of them
    - Continue to find volunteers for the first few weekends of operations.
    - Begin creating a new contract for volunteers and groups
    - Finalize how the relationship will be between the front desk and RamRide for volunteer sign-ups.
    - Send all papers to archives so that the RamRide office can be cleared and ready for next year.
- **Student Services (Interim) – Taylor Jackson**
  - Progress on Goals from the Last Two Weeks:
    - Met with Athletics for Game Day Traditions. They had a lot of fun ideas and we helped brainstorm with them and gave feedback on current traditions and how to improve them.
    - Sent Regina info for ForEverGreen book.
    - Grill the Buffs:
      - Met with SLiCE to discuss Involvement Fair/ Grill the Buffs interaction. Things should go smoothly with both events.

- Met with ASAP to get DJs figured out. ASAP is paying for DJs and we don't have to worry.
- Athletics is providing inflatables!
- Got in contact with Dawn Burton and we will have cheerleaders and poms squad at Grill the Buffs.
- Got in contact with the pep band director. Still waiting to hear back for sure.
- Ram Road Trip:
  - Final contract negotiations completed. We will have 6 buses for a total of 300 students. Tickets are being sold for \$15 with your game ticket.
  - Sent email out soliciting volunteers for chaperones. We need 12 chaperones. Each chaperone will get a free game ticket, along with everything normal students get for the bus.
  - Made initial contact with Consuelo's breakfast burritos.
- Goals for the Next Two Weeks:
  - Meet with SLiCE to discuss Involvement Fair/Grill the Buffs Interaction
  - Game Day Traditions Meeting with Athletics
  - Meet with LSC Catering/Event Planning and ASAP to figure out final set-up for event. Since it is a new location we need to figure out locations for grills, condiment stations, stage, DJs, etc.
  - Finalize Consuelo's burritos order
  - Start on a week-of checklist for Grill the Buffs and Ram Road Trip
- 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 signing up volunteers for Grill the Buffs during the retreat so come with knowledge of your schedule!
  - We need chaperones for Ram Road Trip! Each chaperone will get a FREE GAME TICKET, free bus ticket, tshirt, and breakfast burrito.
- Sustainability – Andrew Oringer
  - Progress on Goals from the Last Two Weeks:
    - Met with Sonja Jensen, Director of Greek life, to present concept of Climate Wise
    - Created a Greeks go green committee- which includes city and university representatives, 1<sup>st</sup> meeting TBD
    - Formed a live Green/ education and outreach task force to create uniformity in presenting sustainable practices to students
    - Got an update from Seth on CBAC and Fort Collins Bike Library (Currently waiting to reconvene, no news on FCBL yet)
    - Met with Amy Fox, Zimride University representative, on costs and presentation on Zimride for CSU's campus
    - Followed up on CSU rideshare Ramweb tab, it is not a possibility at this point
  - Goals for the Next Two Weeks:
    - Create outline for Zimride presentation and meet with Off campus life office on working to integrate CSU rideshare website into the conversation
    - Set up office hours and get outlook calendar going
    - Talk to Seth about bike lights and alternative transportation fair



- Set up doodle for Greeks go Green committee and write an update for Climatewise and Stacey Baumgarn (Campus Energy Coordinator)

