



Weekly Report

09/05/16 - 09/09/16

President Report

	Section 1: GENERAL INFORMATION
Department	President's Office
Date	Week ending on September 9th, 2016
Members	President Daniela Pineda Soracá
Expenses in the Past Week	N/A

	Section 2: Activities
Summary of Accomplishments	<p>On 9/6/16</p> <ul style="list-style-type: none"> • Held a meeting with Director Johnson and Sarah Snead from the Campus Reality Project, to discuss ways to engage and align this student organization's mission for the semester with that of ASCSU and the University as a whole. <ul style="list-style-type: none"> ○ This effort is supportive of Director Johnson's role in uniting the coalition of student sustainability organizations this year <p>On 9/7/16</p> <ul style="list-style-type: none"> • Met with Speaker Pro Tempore Kendall and Chief Justice Stein to address the Senate Agenda/Weekly Updates • Attended the Legislative External Committee <ul style="list-style-type: none"> ○ Contributed to discussion along with various ASCSU members on how to improve the guidelines of ASCSU/New Era's collaboration agreement to address areas of concern • Met with Cabinet Leadership <ul style="list-style-type: none"> ○ Discussed Clerk expectations during cabinet meetings • Met with Chief of Staff Maldonado to finalize the cabinet meeting agenda • Met with Director Siri, Director Waida and our 2 newly appointed at large ASCSU Representatives <ul style="list-style-type: none"> ○ Discussed expectations when representing ASCSU ○ Outlined this semester's initiatives • Attended the MS Society's Dinner of Champions to honor Dr. Frank's in receiving the 2016 Hope Award <p>On 9/8/16 + 9/9/16</p>

	<ul style="list-style-type: none"> • Met with Todd Halvorsen (Education Manager for the NY Times) and Bob Schur to discuss the added digital features of our New York Times subscription <ul style="list-style-type: none"> ○ Potential UTFAB Presentation this semester to discuss the value of this publication as a library resource for students • Attended the President's 2016 Fall Forum in Estes Park, CO <ul style="list-style-type: none"> ○ Detailed report to be delivered in Senate this week
Lessons Learned	<ul style="list-style-type: none"> • Never compromise on self-care. Sleep and a relatively healthy diet go a long way.
Delegated Tasks	<ul style="list-style-type: none"> • Delegated Deputy Chief of Staff Vessa and Chief of Staff Maldonado the authority and responsibility to address any matters while Vice President Lensky and I were away
Relations Bridged	<ul style="list-style-type: none"> • University Deans, Department Heads, and Campus Leadership Members at the 2016 Fall Forum
Cross Departmental Strategy	<ul style="list-style-type: none"> • Academic Affairs+ University Affairs to collaborate with UTFAB this semester
Next Steps	<ul style="list-style-type: none"> • Finalize Homecoming 2016 details with Director Nathan and Deputy Director Svenson • Hold interviews for various open positions & attend weekly meetings and Senate Session

Vice President Report

	Section 1: GENERAL INFORMATION
Department	Vice President
Date	9/9/2016
Members	Mike Lensky, Vice-President
Expenses in the Past Week	0

	Section 2: Activities
Summary of Accomplishments	<ul style="list-style-type: none"> - Chaired Senate - Attended President's Leadership Forum in Estes Park - Attended the College of Business Dean's Student Leadership Council - Continued recruiting for the Student Fee Review Board - Attended Cabinet - Discussed plan for a Financial Literacy Committee - Presented to organizations about Student Fee Review Board - Discussed plans for Senate organizational structure with Senate Leadership
Lessons Learned	

Delegated Tasks	Delegated Senate committee reports to Speaker Pro Tempore Kendall
Relations Bridged	Jody Donovan, President's Office Beth Walker, Dean of the College of business Gaye Degregorio, CASA Nicole Ramo, Graduate Student Council
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	Interviews for Associate Justices Interview for Director of Marketing Interview for Student Fee Review Board Members

Chief of Staff Report

	Section 1: GENERAL INFORMATION
Department	Chief of Staff
Date	09/09/2016
Members	Gabriela Maldonado
Expenses in the Past Week	0

	Section 2: Activities
Summary of Accomplishments	<ul style="list-style-type: none"> - Set up an excel worksheet to track department's events and steps - Met with Officer Williams and discussed future steps with New Era and Election Day Party - Met with Director of Traditions Nathan and discussed details for Homecoming week, Pace Setters, and Cineram - Created a new format for Cabinet Meetings - Set up the agenda for the Cabinet Meeting
Delegated Tasks	-N/A
Relations abridged	- Deputy Director of Health Wright in order to have a successful fundraiser through the walk and tabling
Cross Departmental Strategy (How did pre/during/post cross)	<ul style="list-style-type: none"> - Signed up to volunteer for voter registration - Worked with President Pineda Soraca and changed the Cabinet Agenda Meeting - Working with Deputy Director of Health Wright to ensure event goes through effectively

departmental collaboration go)	
Next Steps	<ul style="list-style-type: none"> - Set up meeting with Director Wells to get an update on departments' budgets - Organize minutes and Cabinet Meeting agendas

Deputy Chief of Staff & Press Secretary

Section 1: General Information	
Department	<i>Office of the President</i>
Date	Sept. 9, 2016
Members	Christina Vessa
Expenses in the Past Week	N/A

Section 2: Activities	
Summary of Accomplishments	<p><i>Director Siri and I discussed a strategic communications plan for Academic Integrity Week in October. We also met to discuss general updates.</i></p> <p><i>Oversaw press coverage and connected reporters with sourcing and information related to the New Era Resolution that was passed through Senate Wednesday evening.</i></p> <p><i>Met with Speaker Kendall to discuss logistics related to the creation of video specialist positions for ASCSU.</i></p> <p><i>Mock interview with Director Durazo.</i></p> <p><i>Strategically planned tabling workshop with Director Bohn.</i></p>
Lessons Learned	Mock interviews are helpful to cabinet members.
Delegated Tasks	Website updates to Graphic Designer Morrison Pibel; Clerking duties to Mr. Griffin for Executive Cabinet meetings.
Relations Bridged	New ASCSU reporter Gabriel Go
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	<i>Connecting resources within the organization creates a productive environment where events and initiatives are effectively executed. Example: Directors working together to gauge input on events, produce a marketing plan, round up resources, etc. One person can't do it all.</i>

Next Steps	More interviews for new marketing director, more mock interviews with directors
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Academics Affairs Report

Section 1: GENERAL INFORMATION	
Department	Academics
Date	9/9/16
Members	Director: Tyler Siri Ambassador: Stephanie Yassa
Expenses in the Past Week	\$0.00

Section 2: Activities	
Summary of Accomplishments	<ul style="list-style-type: none"> - Attended ACUA meeting, learned about student success initiatives that have been established in the past decade at CSU. - Discussed possible marketing techniques for Academic Integrity Week with Deputy Chief of Staff Vessa. - Met with ASCSU UTFAB representatives to discuss possible projects that we could collaborate on in the coming year. - Discussed Undergraduate Research Project with the ASCSU Cabinet. - Attended ASCSU Senate. - Contacted Dr. Folkestad to discuss having ASCSU members participate in a focus group on the use of data on students. - Met with Ambassador Yassa to discuss Academic Integrity Week programming.
Lessons Learned	
Delegated Tasks	- Academic Integrity Week program planning
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	<ul style="list-style-type: none"> - Find ASCSU members to participate in focus group. - Work on Undergraduate Research Project.

Community Affairs Report

	Section 1: GENERAL INFORMATION
Department	State and Local Policy
Date	September 9, 2016
Members	Pranaya Sathe (Officer of Community Affairs)
Expenses in the Past Week	\$500 – Community Welcome Walk Contribution

	Section 2: Activities
Summary of Accomplishments	<ul style="list-style-type: none"> - Cans Around the Oval Planning & Registration - CSU Day Proclamation date set - Met with Volunteer Program Coordinator & Community Organizer Pupiales to coordinate Homelessness Awareness Month
Lessons Learned	<ul style="list-style-type: none"> -Collaboration is key; There are little nuggets of knowledge everyone has to offer -The more enthusiasm one shows toward a project, the more cooperation they get
Delegated Tasks	-Plan/Coordinate Cans around the Oval and Homelessness Awareness Month
Relations Bridged	- Volunteer Program Coordinator & Community Organizer Pupiales (SLiCE)
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	<ul style="list-style-type: none"> - Coordinated with Director Nathan on Cans Around the Oval Initiatives & discussed CSU Day Proclamation
Next Steps	<ul style="list-style-type: none"> - Fall Clean up planning - Plan community/ city mixer in ASCSU Senate Chamber - CSU Day Proclamation - Cans Around the Oval Planning - Homelessness Awareness Month collaboration

Diversity and Inclusion Report

	Section 1: GENERAL INFORMATION
Department	Diversity and Inclusion
Date	09/09/2016
Members	Marco Durazo; Director of Diversity and Inclusion Erin Vargas; Deputy Director of Diversity and Inclusion

Expenses in the Past Week	\$0
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Section 2: Activities	
Summary of Accomplishments	<ul style="list-style-type: none"> - Set up meetings with Bruce and Kathy Sisneros regarding the Inclusive Excellence Workshops - Have got into contact with the organizer of PRISM (the annual drag show) to start work on a collaboration <i>CONTRAST</i> - I've contacted the UCA to get a schedule for a possible showing - Erin is starting work with Angel to raise awareness for Indigenous People's Day. She's going into the NACC office. - I've met with Erika from Ram Catholic to start a relationship with them. - Erin and I went to the MGC step showcase and I went to the Queer-B-Q to build relationships. Also going to the Black Student Alliance back to school party and taking part in Men in the Movement, Real Talk, and possibly the Native Women's Circle to continue education and bridging relationships.
Lessons Learned	Building relationships gets easier and easier if you tackle it head on. I'm starting to recognize people every time I go to events and into the offices.
Delegated Tasks	<ul style="list-style-type: none"> - I've designated the task of creating a comprehensive standard for determining what groups we will be inviting to our events given that we're the "Diversity and Inclusion" dept.
Relations Bridged	<ul style="list-style-type: none"> - UCA; members throughout the various SDPS offices; Tess Martin – Asst. to VP of Division of Student Affairs.
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Working with student organizations on a mega event – working with SLiCE, and possibly Ram Events, the art department and other institutions on the same event.
Next Steps	<ul style="list-style-type: none"> - Creating a standard for "Diversity" oriented groups. - Meeting with the different student organizations next week - Reaching out to poets on campus to get a storyline scripted for our event - Meeting with Delray regarding vision

Environmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Environmental Affairs
Date	September 9 th , 2016
Members	Hanna Johnson- Director of Environmental Affairs Nogah Seidemann- Deputy Director of Environmental Affairs
Expenses in the Past Week	\$120

	Section 2: Activities
Summary of Accomplishments	<ul style="list-style-type: none"> -Planning ATFAB "Retreat" -Contacting Members -Purchased Wild Boar Catering - -Preparing for Bring Your Own Cup -Met with Geoffery Valdez (Assistant Director of LSC Dining Services) -Reached out to Facilities mgmt. for approval -Preparing for Bike to Breakfast -Reached out to breakfast volunteers -Meeting with Sarah Snead from Climate Reality Project and President Daniella Pineda Soraca -Campus Bicycling Advisory Board Meeting -Meeting with Advisor John Henderson -Campus Composting Committee -Mental Health Committee -FC Bike and Ped Count Training -Started working with marketing on promoting the Jacqui Patterson event
Lessons Learned	Be careful to not spread yourself too thin. You can't control other's actions.
Delegated Tasks	<ul style="list-style-type: none"> -Scheduling with Deputy Director -BYOC delegated to Deputy Director
Relations Bridged	<ul style="list-style-type: none"> -Geoffrey Valdez (LSC Dining) -Tracey Lipfert (Fort Collins Gov) -Met everyone at the Campus Composting Committee and Mental Health Committee
Cross Departmental Strategy	<ul style="list-style-type: none"> -Joined the Mental Health Committee -Will attend the next Parking Committee with Kevin -Working with University Affairs on Alternative Transportation and Parking -Marketing created the ATFAB webpage and did a terrific job!
Next Steps	<ul style="list-style-type: none"> -ATFAB First Meeting Sunday -Meet with Sarah from SLICE for CSSO -FC Gov Bike Counting Event -Parking Committee -ATFAB Meeting with Aaron Fodge -Continue researching free student printing

	<ul style="list-style-type: none"> -Get reimbursed by SSC for LSC Theater -Continue working on BYOC, Bike to Breakfast, and CSSO (Coalition for Student Sustainability Organizations) -Promote Jacqui Patterson Event
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Finance Report

Section 1: GENERAL INFORMATION	
Department	Finance
Date	09/09/2016
Members	Josh Silva- Controller Michael Wells- Director
Expenses in the Past Week	N/A

Section 2: Activities	
Summary of Accomplishments	<ul style="list-style-type: none"> - I worked to get the Board for Student Organization Funding ratified this week, as a result BSOF can now begin to hear applications from Registered Student Organizations. The first BSOF meeting will be held on September 15th. Controller Silva worked extensively to update the controller book and finalize accounts.
Lessons Learned	Timing is everything
Delegated Tasks	N/a
Relations Bridged	Various student groups including Hillel, and the United Women of Color
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	We worked with Director Johnson and Director Durazo to help with financials for upcoming events
Next Steps	Begin hearing BSOF presentations

Governmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Office of State and Local Policy
Date	September 9 th , 2016
Members	Josh Williams (Officer of Governmental Affairs)
Expenses in the Past Week	N/A

	Section 2: Activities
Summary of Accomplishments	<p>Conducted Straw poll regarding Election Day party throughout week</p> <p>Established firm contact with both College Republicans and CSU Democrats</p> <p>Attended External Affairs Committee to help amend Resolution 4603</p> <p>Attended Senate for Resolution</p> <p>Interviewed by Collegian Reporter regarding New Era/ASCSU Agreement</p> <p>Created Incident Report Form for New Era/ASCSU accountability</p> <p>Started investigating 3 Incident Reports filed on Thursday and Friday</p> <p>Reached out to Jenn Penn to start discussing Day at the Capitol and the upcoming Legislative Year</p> <p>Created sign up for ASCSU members interested in voter registration</p>
Lessons Learned	Tasks don't necessarily grow easier when one step of the process is accomplished
Delegated Tasks	
Relations Bridged	Senate External Affairs Committee
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	Meet with Mike Ellis to discuss logistics of Election Day Party

	<p>Establish Weekly meeting with New Era Colorado</p> <p>Continue to address and investigate Incident Reports</p> <p>Continue communication with Jenn Penn</p> <p>Finalize voter registration details</p>
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Health Report

Section 1: GENERAL INFORMATION	
Department	Health
Date	9/8/16
Members	Spencer Nolan, Director Angel Wright, Deputy
Expenses in the Past Week	\$0.00

Section 2: Activities	
Summary of Accomplishments	<ul style="list-style-type: none"> - Angel is working to coordinate with Spoonies on invisible illness. - CHMP is starting to come together. Still needs a lot of work, but we're making headway. - Had meeting with Addy Brown from OT on possible initiatives and collaboration. Went extremely well. I am excited about the possibilities. - Still waiting on condoms? - Attended Game Day committee on Tuesday. - Productive departmental meeting on Wednesday. - Opened line of communication for feminine products - Was able to get Angel to cabinet so Health was represented. - Last but most definitely not least, the Mental Health Committee was a rousing success. It was the largest gathering for that meeting that I have ever seen. I've never been more proud of a group of people. Get ready to see Health take off in this area!
Lessons Learned	Keep calendar updated. Be willing to ask for and accept help when needed.
Delegated Tasks	Mental health committee, CHMP, Invisible illness (Working with Hessa from Spoonies)
Relations Bridged	OT is going to be a force to help. Working with SHAC on times. Working with Neal Lujan on feminine products.
Cross Departmental Strategy	Worked with Marketing on creating a graphic for the Mental Health committee. (Thank you Veronica and Laura)

(How did pre/during/post cross departmental collaboration go)	
Next Steps	Taking everything in stride. This week was the calm before the storm. Be prepared for new things next week.

Outreach Report

	Section 1: GENERAL INFORMATION
Department	Outreach
Date	9/10/16
Members	Nick Bohn Nate Rhine
Expenses in the Past Week	\$50-Candy

	Section 2: Activities
Summary of Accomplishments	<ul style="list-style-type: none"> - RLT application now closed, received 10+, was promoted in undeclared classes, interview times published - Met with Dr. Hughes to discuss Doughnuts with the Deans - Emailed the honors program to push RLT - Set up liaison with RHA, Moira Scherr - Found more tabling supplies - Discussed tabling workshop to quantify the process - Involved ASCSU with Explore CSU
Lessons Learned	Getting organized the foundation to get the rest of life in gear
Delegated Tasks	RLT interview time slots, interview committee
Relations Bridged	Honors, Administration, Marketing, Community affairs, Archives
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Worked with T&P for successful cineram event, worked with Community affairs, met with marketing to start tabling search, met with Deputy Chrissy to discuss tabling workshop
Next Steps	Meet club presidents, meet college council presidents, meet with Diane from Honors

Traditions and Programs Report

	Section 1: GENERAL INFORMATION
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Department	Traditions and Programs
Date	September 9, 2016
Members	Director Bobbie Nathan and Deputy Director Alexis Svenson
Expenses in the Past Week	N/A

Section 2: Activities	
Summary of Accomplishments	<p>Pacesetters</p> <ul style="list-style-type: none"> Updated the application and made it more accessible on the website Drafted email for nominees to be sent out next week <p>Homecoming</p> <ul style="list-style-type: none"> Planned a meeting with the President of Ram Ruckus and the Resonant Ramblings Deputy Svenson planned a meeting with Ms. Angie Dixon of the Alumni Association Met with Director Sathe to discuss logistics for ASCSU's involvement in Can Around The Oval <p>LSC Cineram</p> <ul style="list-style-type: none"> Planned programming and partnered with RamEvents for 'Finding Dory' screening on Friday <p>Stadium Forum</p> <ul style="list-style-type: none"> Established a day for the forum to be held which will be September 22nd.
Lessons Learned	Thank you notes go a long way!
Delegated Tasks	Deputy Svenson has taken the lead on Homecoming and is doing an excellent job.
Relations Bridged	President of Ram Ruckus and Resonant Ramblings
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	The department of traditions and programs is working with the department of marketing for both Pacesetters and Homecoming. We are also working with the department of outreach on LSC Cineram, a stadium forum, and the Ram Leadership Team.
Next Steps	<ul style="list-style-type: none"> Send nominees of Pacesetters application to apply Start reviewing Pacesetters applications Meet with student organizations to discuss more events for Homecoming Update the Alumni Association of the student planning for Homecoming Brainstorm programming ideas for Homeless Awareness Month (November) Finalize time and attendees for stadium forum Begin recruiting for traditions council

University Affairs Report

	Section 1: GENERAL INFORMATION
Department	University Affairs
Date	9/9/16
Members	Kevin Waida
Expenses in the Past Week	0

	Section 2: Activities
Summary of Accomplishments	<ul style="list-style-type: none"> ● Attended CBAC meeting <ul style="list-style-type: none"> ○ Talked about bike share ■ We need more sponsors <ul style="list-style-type: none"> ■ One of ATFABs goals is to fund full scale bike share on campus ■ This year we currently have 2 stations, hoping ot get five ● Started to plan Council Roundtable (10/6) <ul style="list-style-type: none"> ○ Sent invites ○ Connected with council presidents <ul style="list-style-type: none"> ○ Spoke with Speaker Pro Tempore Eddie regarding ideas for enhancement ○ Spoke with Director of Finance Michael Wells ● Started to plan ASCSU Tabling on plaza <ul style="list-style-type: none"> ○ Scheduled consulting appointment with parking services next wednesday (9/14) ● Recruited for PSC (3 new members!) <ul style="list-style-type: none"> ○ ASCSU rep ○ Environmental rep ○ IEC rep
Lessons Learned	
Delegated Tasks	NA
Relations Bridged	Several ASCSU representatives

	John Henderson (Family Affairs) College Council Presidents ICE leadership (Duane Hanson)
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Academics (PASS, Faculty Council, First year seminar) Traditions (grill the buffs) Environmental (ATFAB) Speaker Pro Tempore (Council roundtable) Outreach (Tabling on plaza)
Next Steps	<ul style="list-style-type: none"> ● First ATFAB meeting 9/11 <ul style="list-style-type: none"> ○ At Wild Boar Coffee Shop ○ I will be serving as the Graduate Student Council representative ○ I served as vice chair last year and plan on running again ● Receive orders for council roundtable <ul style="list-style-type: none"> ○ Confirm room ○ Confirm attendees <ul style="list-style-type: none"> ● Connect with John Henderson regarding planning for end of year events on campus <ul style="list-style-type: none"> ○ Contacted FSL to find representative ○ Confirm RHA representative ○ Find additional ASCSU representative

Speaker's Report

Section 1: GENERAL INFORMATION	
Branch	Senate
Date	09/10/2016
Members	Edward Kendall, Speaker Pro Tempore
Expenses to date	N/A

Section 2: Activities	
Summary of Accomplishments	<ul style="list-style-type: none"> - 9/5/16, Coordinated internal committee meeting times - 9/6/16, Had bring your own cup logistics meeting w/ Environmental affairs, also chatted about ATFAB fee - 9/6/16, Fulfilled legislation copy request for Department of Academics, a physical copy of Resolution #4602 was

	<p>prepared and given to Director Siri to be forwarded to Jody Donovan, Dean of Students, and Mathew Hickey, Committee on Teaching and Learning Chair</p> <ul style="list-style-type: none"> - 9/6/16, Consulted w/ Archives and Special Collections Dept. CSU Libraries on Old Main collection - 9/7/16, Branch leadership meeting - 9/7/16, Printed all placards to date - 9/7/16, Accepted and filed various resignations - 9/7/16, Updated Senate roll call and member docs - 9/7/16, Discussed Student Video Production in regards to new state laws regarding student contracting - 9/7/16, Edited A/V Specialist job description and legislation, compiled prospective A/V equipment budget - 9/7/16, Held a Senate meeting, passed Resolution #4603 Adoption of ASCSU/New Era Partnership - 9/7/16, Fulfilled request for copy of Res #4603 to Juan Caro, University Issues Committee Chair - 9/7/16, Checked to ensure legislative officers scheduled bi-weekly meetings with me - 9/7/16, Notified in-violation legislative officers they were not responding to requests from their supervisors - 9/7/16, Contacted Athletics Director Parker about hardhat tours and informational sessions on stadium site - 9/8/16, Worked on logistics for September 21st 2016 special Senate meeting in LSC Room 300 - 9/8/16, Worked with University Affairs on college council roundtable event logistics - 9/9/16, Received info from Mike Ellis, LSC Executive Director, Asst. VPSA on changes to the FY17 student fee package fee structure as approved last year. Major Results: ASCSU now receives fees from "Off-Campus" students and receives money from an agreement w/ CSU Online to serve CSU Online students. See me for specifics if you are interested. - 9/8/16, Worked on various ways to increase access to ASCSU objectives and business, especially that dealing w/ CSU Online and "Off-Campus" fees through distance means. This is being put together into my Access Initiative - 9/8/16, Transferred credentials for online archives at ascsurecords.colostate.edu to Marketing Department - 9/8/16, Made 5th phone call to Kacie Dwyer, 4imprint marketing materials, made contact, check for ASCSU work shirts was cut, on their way soon as per Daniela's specifications - 9/8/16, Counseled Governmental Affairs Director Williams on movements regarding Res #4603 inquiries and passed on important legal contact info for if needed and directed towards ASCSU Advisers - 9/8/16, Worked w/ Department of Diversity and Inclusion about setting up a dinner within the dining halls for casual Q&A about diversity/inclusion topics w/ potential
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	<p>administrator guests, checked w/ Housing and Dining Services on hospitality card usage and access</p> <ul style="list-style-type: none"> - 9/8/16, Checked on PLE purchase order - 9/9/16, Updated Jerick Flores, Alumni Assn. on status of PLE purchase order. Arrangements were made by Alumni Assn. to ensure engineering work and transport done on project timeline. Purchase order will need to be completed within 2-3 additional weeks - 9/9/16, Held a New Member Workflow meeting to coordinate logistical process and clarify communication procedures between Senate Outreach Officer and Senate Membership Officer for seamless integration - 9/9/16, Held a Senate Leadership Meeting, approved the 9/14/16, Senate Regular Agenda and Consent Agenda - 9/9/16, Called University Issues Committee Chair Juan Caro to discuss his unexcused absence from leadership meetings, failure to schedule bi-weekly meetings, and lack of weekly officer accountability report. I will coordinate a time to meet and discuss any extenuating circumstances or corrective actions as necessary - 9/9/16, Utilized CSU institutional research to calculate averaged college enrollment and current senate seat numbers, also documented current filled and unfilled, saved to U:/Drive and updating responsibility passed to Senate Outreach officer Brown - 9/9/16, Consulted w/ Parliamentarian Vaishampayan on his recommended bylaw updates, responsibility for final legislation passed to him. - 9/9/16, Provided budgeting info to Finance Director Wells and SLiCE accountant Frick on increases to TransFort contract. Did follow-up and reviewed the entire TransFort contract and approved FY17 ATFAB increases to ensure the information I told them was indeed correct - 9/10/16, Checked for all Legislative officer reports, Internal Committee, External Committee and University Issues Committee missing, send follow-up email - 9/10/16, Certified, scanned and filed hardcopies of all legislation, resignations, and personnel action forms to date - 9/10/16, Reviewed legislation reporting structure - 9/10/16, Continued work on Green and Gold book - 9/10/16, Drafted budget concerning distribution of workload amongst Senate officers and potential new positions to be reviewed, commented on this upcoming week - 9/10/16, Prepared items for week of 9/12 bi-weeklys - 9/11/16, Remember w/ mindfulness and care - 9/11/16, Attend ATFAB Board retreat
Lessons Learned	<ul style="list-style-type: none"> - Cut for space sake, see me if interested.

Delegated Tasks	<ul style="list-style-type: none"> - <u>All Officers</u>: Set-up bi-weeklys by 9/7/16 - <u>All Officers</u>: Submit Officer Reports by 9/9/16 - <u>All Chairs</u>: Set-up committee times - <u>Senate Membership</u>: Attendance records and notification in addition to H/R tasks related to corrective actions thereof, instructed to send up-chain if needed - <u>Senate Outreach</u>: Keep senate seat list and availability list up to date, coordinate w/ Membership to create a cohesive standard operating procedure for new-member workflow and communication, [COMPLETED] - <u>Deputy Chief of Staff</u>: (Collaboration) Draft theoretical A/V equipment and operations budget for A/V Specialist bill. Contact JTC Department and professors to scout potential members to fill these positions. Follow-up w/ Student video productions on costs and new regulations - <u>Parliamentarian</u>: Draft edits to 46th Senate Bylaws - <u>PJ Seel, Lance Li Puma, Brandon Earle, Mike Lensky</u>: Consider and provide changes and feedback regarding new legislation for leadership restructuring Speaker Pro Tempore, VP, Student Fee, and Senate relationship - <u>Internal Committee Chair</u>: Prepare for Diversity Bill clarification process as facilitator
Relations Bridged	-
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	- See accomplishments section. Always improving
Next Steps	<ul style="list-style-type: none"> - Schedule attendance meeting w/ Internal, External, University committee chairs and Senate membership officer to place Senators on committees - Follow-up w/ all delegated task-work - Finish edits to all legislation in leg pipeline (week of 9/12) - Follow-up on personnel expectations - Give public notice of office hour policies - Give public notice of Senate Cloakroom policies - Work on better legislation records workflow management - Check on RHA liaison status w/ Maggie Marsh - Check on TR204 parliamentarian access and technology - Ensure personal balance

Judicial Branch Report

Section 1: GENERAL INFORMATION	
Department	<i>Supreme Court</i>

Date	09/7
Members	Chief Justice – Jacob Stein
Expenses in the Past Week	None

Section 2: Activities	
Summary of Accomplishments	<ul style="list-style-type: none"> • Reviewed applications for Associate Justice and Deputy Chief Justice Positions • Met with President, Vice President, and Speaker Pro Tempore to update each other on issues of concern to entire organization • Attended Senate and Cabinet meetings • Worked to find availability of all court members to schedule All University Hearing Board meetings for the semester • Continued working with Director of Student Resolution Center, Melissa Emerson, to organize and schedule trainings for Conduct Appeals Panel • Scheduled interview for Associate Justice position
Lessons Learned	
Delegated Tasks	
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	<ul style="list-style-type: none"> • Determine meeting time for All University Hearing Board • Continue to gather input on ideas for outreach opportunities this semester • Conduct interview for Associate Justice positions • Once positions are filled, schedule meeting for all Supreme Court members