

Weekly Report

Week 11: 10/26-10/30

President Report

	Section 1: GENERAL INFORMATION
Department	President's Office
Date	30th October 2015
Members	President Jason Sydoriak
Expenses in the Past Week	-\$604.00 ASCSU Rams Head Shadow Bow: This will be a decorative piece to reestablish a tradition that was lost during the LSC renovation. It will be a canvas picture of the Ram's Head logo for the outgoing presidents to sign, which will be kept in a shadow box. It will also contain an inspirational quote and plaques containing the names of all ASCSU Presidents and Vice Presidents who have served and been recorded.

	Section 2: Activities
Summary of Accomplishments	 Met with the ASCSU Graduate Liaison to discuss an issue with Graduate tuition. Some students were not charged for their differential tuition until later into the semester. Students believed they were not prepared to take on the extra costs after spending much of their loans on what they believed they had to pay for. Met with Realtors to discuss U+2. They wanted to lend their resources in creating a survey. Although this interests us they urged us not to petition until after the spring. We determined that we cannot wait while students are potentially thrown out of their homes in Avery Park so we declined. Met with a student doing a journalism report on U+2. Wrote the first draft of legislation to create ATFAB. It will be provided to Senate this upcoming week, but it will not introduced be until the following week.
Lessons Learned	

Delegated Tasks	
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	N/A
Next Steps	 Meet with Nicol Law Office to discuss our final steps before getting the petition for U+2. Meeting to discuss potentially sending some ASCSU representatives to Todos Santos. Take in insight on the ATFAB bill. Begin to write a resolution in support of the Hospital Provider Fee getting enterprise status.

Vice President Report

	Section 1: GENERAL INFORMATION
Department	VP
Date	10/30/2015
Members	Phoenix Dugger
Expenses in the Past Week	Na

	Section 2: Activities
Summary of Accomplishments	 Weekly advisor meetings Met with various senators to discuss office conduct Planned future meetings for office conduct Held 5th tours for SFRB Sent follow up emails to directors and members Set up more meetings with leaders of supervised areas to see how they are doing Met with Lance Wright to prepare for SFRB Got into contact with the RamEvents Liaison to better prepare them to handle them for their meetings Assigned new RamEvents Liaison Met with SFRB Vice Chair to discuss student surveys, he is handling these
Lessons Learned	

Delegated Tasks	
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	 Set up weekly meetings with PJ and Senate Leadership as a whole Meet with leaders of supervised areas SFRB Tours

Chief of Staff Report

	Section 1: GENERAL INFORMATION
Department	Chief of Staff
Date	10/30/15
Members	Brandon Majmudar
Expenses in the Past Week	No money was spent this week

	Section 2: Activities
Summary of Accomplishments	 Met with Directors to talk about updates Got feedback from Directors about cabinet agenda Had Jennifer Van Norman come in and present to cabinet Received feedback from the Vice President Worked on staff feedback surveys
Lessons Learned	Stay Calm and always enter into conflict with a level head.You cannot fix everything
Delegated Tasks	Delegated email to Elizabeth
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross	N/A

departmental collaboration go)	
Next Steps	 Continue to reform Cabinet meeting agenda Continue to work on mid-year reviews Work with deputy on continuing to make cabinet feel supported

Deputy Chief of Staff & Press Secretary Report

	Section 1: GENERAL INFORMATION
Department	President's Office
Date	10/30
Members	4-President's Office.
	Deputy Chief of Staff & Press Secretary, Ashley Higgins
	President, Jason Sydoriak
	Vice President, Phoenix Dugger
	Chief of Staff, Brandon Majmudar
Expenses in the Past Week	None

	Section 2: Activities
Summary of Accomplishments	Met with my directors: Health
	Community Affairs
	Outreach
	Finance
	 RLT Presentation with Elizabeth, Director of Traditions & Programs Went to the GOP Presidential Debate in Boulder Had a meeting about free speech with Yuns, Conner, Elizabeth and Nick One on One with Bruce
Lessons Learned	
Delegated Tasks	None this week

Relations Bridged	None this week
Cross Departmental Strategy	None
(How did pre/during/post cross departmental collaboration go)	
Next Steps	 Re-schedule meeting with Diversity & Inclusion Reach out to Collegian for new reporter Keep checking in with Brandon

Director of Academic Affairs Report

	Section 1: GENERAL INFORMATION
Department	Academic Affairs
Date	October 30, 2015
Members	Jordan A Paulus, Tyler Siri, Baylee Lakey
Expenses in the past week	None

	Section 2: Activities
Summary of Accomplishments	 Attended the Committee on Teaching and Learning meeting where we discussed the issues surrounding online exams and the troubles about finding proctors. We also discussed the current programs (Proctor-U and Proctor-Trax) that are used to administer an online exam and what the financial burden is becoming for CSU Online. Followed up with Donnyale in Mike Ellis' office about advertising the LSC logo on the Blue Books Followed up with Speaker Pro Tempore Seel and Chief Justice Dannemiller about changing the GPA requirements to a minimum 2.5 for ALL members of ASCSU that have gone through a hiring process and had to be ratified through senate. Picked out Marketing Tools for LSC Late Night Finalized the list of Colleges that will be participating in LSC late night. Created a Deputy and Assistant Directors Report Template to be Submitted Weekly Created a motivation worksheet for the department

	 Created an Excel document for the Test File revamp Followed up with Dr. Pat Burns about Open Source Textbooks Re-evaluated the First Year Recitation Followed up with Zinta Byrne about the Course Survey Redesign
Lessons Learned	There is quite a bit of work that goes into running a department effectively and we are now figuring out how to do that and have more resources to do so.
Delegated Tasks	 Keep up on the course survey Analyze the motivation survey and implement Test File Revamp
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Director Schafer and I are working closely on the First Year Recitation and have been collaborating well.
Next Steps	 Follow up again with Donnyale on Blue Books Follow up with Senate and Judicial Pair up the Colleges for LSC Late Night

Director of Community Affairs Report

	Section 1: GENERAL INFORMATION
Department	Department of Community Affairs (DCA)
Date	October 30 rd 2015
Members	Director, Edward Kendall; Deputy Director, Jonathan Kuhlman; Assistant Director Sara Andreas
Expenses in the Past Week	No expenses incurred

	Section 2: Activities
Summary of Accomplishments	 Foothills Composting Meeting, Wednesday October 28th to discuss the future of a City/County/University integrated compost facility. Environmental Affairs, Community Affairs, Governmental Affairs, HDS and Facilities were in attendance. The group reaffirmed the direction of support for such an initiative though regulatory barriers in regards

Lessons Learned	 to Class IV composting facilities prohibit the collaboration that was planned for the facility. This regulation is likely to change in the 2016 session of the general assembly allowing more cooperation in future years. A proposal is likely to be drafted for UFFAB to secure initial funding within the 201-2016 term. Building a Better Colorado Summit, Wednesday October 28th to discuss the initiative of the Building a Better Colorado Coalition. The group focused on state finance, elections and initiative, and future changes to that. OCL Check in meeting October 29th Off-Campus Advisory Board October 30th Drafting of petition circulator training ppt and policies RamPAC petition organization
Delegated Tasks	Organization of meeting for RamPAC leaders, Jonathan Kuhlman
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Worked heavily with Governmental Affairs on materials they have been working towards, they are of great support and our Department appreciates their efforts and insight.
Next Steps	 RamPAC leadership meeting Legal team meeting Petition circulation

Director of Diversity and Inclusion Report

	Section 1: GENERAL INFORMATION
Department	Diversity and Inclusion
Date	10/30/15
Members	Director, Meaghan Booth; Deputy Director, Yohana Tuquabo; Assistant Director, Steven Losolla
Expenses in the Past Week	N/A

Section 2: Activities	
-----------------------	--

Summary of Accomplishments	 Began bringing together materials for the climate survey and compiling them into one document. Continued to remain in correspondence with Clayton in regards to sexual assault resources in Colorado. Looked at the suggestion box placed in the Asian Pacific American Cultural Center. No suggestions have been placed so we put the box in a more accessible place and we're going to work on advertising the boxes more. Had IEC meeting and discussed the possibility of making an ethnic studies class a requirement for all CSU students.
Lessons Learned	Self-Care!
Delegated Tasks	N/A
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	 Compile Ashley and Brandon's edits to the Climate Survey. Once the edits are complete, bring them to Bruce to consider and then Angelica. Contact Kim in SLICE to see if she would be willing to send out the survey. Reach out to campus organization to see if they would be willing to support having an ethnic studies requirement and speak on behalf of any legislation IEC created.

Director of Environmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Environmental Affairs
Date	10/30/15
Members	Dakota Truitt- Director
	Kelsey Silver- Deputy Director
	Griselda Landa-posas- Assistant
Expenses in the Past Week	\$1287- Re-usable coffee cups for Bring Your Own Cup (BYOC) event.

	Section 2: Activities
Summary of Accomplishments	 Event planning for BYOC event Mugs picked up from The Human Bean and Facilities Management. Emails sent out to vendors for coffee cup donations Met with Coffee Shop Manager Geoff about BYOC event location clearance and Punch card design. ASCSU will pay the one-time fee for a new design which will contain 3 sustainability facts. Marketing ordered 650 re-usable coffee cups for event. Meeting with Sophie McVicker 10/27 Updates on progress from both parties. Working on Sustainability Basic Principles Module for Registration. Will determine a weekly task force meeting to conduct research and work on module development. Advisor Meeting with John Henderson 10/26 Updates on current progress. Decided to reach out to counterparts at CU Boulder for collaboration purposes. Director's Meeting with Chief of Staff 10/27 Weekly updates. Internal Affairs Committee Meeting 10/28 Green-Purchasing Policy Research Found the CSU Environmentally and Socially Responsible Procurement Policy. Use as a basis for new resolution in ASCSU and citation.
Lessons Learned	 Search for existing policies before developing your own.
Delegated Tasks	 Group member's tasks are outlined in summary of accomplishments.
Relations Bridged	 Sophie McVicker- working on Sustainability Basic Principles Module for Registration.
Cross Departmental Strategy	 Alternative Transportation Department Light up the Night Community Affairs & Governmental Affairs on Composting Facility

(How did pre/during/post cross departmental collaboration go)	 Facilities Management BYOC design and Implementation.
Next Steps	 BYOC Event Planning Email for more cup donations. Develop signage. Rent tables. Recruit volunteers. Student Sustainability Center's (SSC) Signage 2.0 Project Set date for outreach. Develop labels for posting. Decide portion of costs ASCSU can provide. Decide buildings that need priority for labels. Green-Purchasing Policy Development for an ASCSU resolution Create google doc to draft resolution. Internal Affairs Committee Meeting 11/3 Alternative Transportation Meeting 11/4 Meeting with Sophie McVicker to start work on Sustainability module (TBD).

Director of Finance Report

	Section 1: GENERAL INFORMATION
Department	Finance
Date	11/04/15
Members	Katrina Roberts
	Controller- Gabby Greenburg
	Assistant- Adam Wise
Expenses in the Past Week	The board did not meet this week.

	Section 2: Activities
Summary of Accomplishments	 This week \$66,667 became available for any spring events. We are expecting a very busy next meetings with events exceeding \$7,000. This enables us to potentially fund some fall/winter events. We have also had one group use part of the 25,000 allocated for any new student group or a group that has

	not requested funding for the past 5 years. This moves this funds balance to \$22,723.
Lessons Learned	We are working on a white board system to track what still needs to be done for upcoming events.
Delegated Tasks	NA
Relations Bridged	 NA Also, a quick note: we are unable to provide reimbursements via an RFD. If an expense has already been incurred, especially on an event that's in the past, please do not submit an RFD to me. I will be unable to approve it and the expense will fall back on you. Please make sure you are getting approval before ANY (even if its \$5.00) expense incurred.
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	NA
Next Steps	 This week \$66,667 became available for any spring events. We are expecting a very busy next meetings with events exceeding \$7,000. This enables us to potentially fund some fall/winter events.

Director of Governmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Governmental Affairs
Date	10/30/2015
Members	Director Clayton King
	Deputy Director Emily Talbot
Expenses in the Past Week	\$0

	Section 2: Activities
Summary of Accomplishments	 Departmental Meeting Lobbying Contract in Motion Met with Chief of Staff Compost Expansion Research Underway Attended University Facility Fee Advisory Board (UFFAB) Leadership Meeting Met with Susanne Cordery-Cotter, Dakota Truitt- Environmental Affairs, and Sheela Backen about Compost Expansion Attended Delegation Seminar Attended Senate Created Draft Agenda for future Gov Affairs Meetings
Lessons Learned	
Delegated Tasks	Emily Talbot
	Primary Info Session
Relations Bridged	Sheela Backen
	Colorado State University
	Integrated Solid Waste Program Manager
	Office (970) 491-0122
	Susanne Cordery-Cotter, P.E.
	Environmental Engineer
	Facilities Management
	(970) 491-0117
Cross Departmental	Working with Environmental Affairs on composting
Strategy (How did	 Working with Community Affairs on housing Edward Kendall and PJ Seel attended Building a Better
pre/during/post cross	Colorado Community Summit

departmental collaboration go)	
Departmental Goals	Catch up after a midterm-heavy week
Personal Goals	Turn lessons from Delegation Seminar into a functional operation plan
Next Steps	 Finalize Blog Post Finalize Day at the Capitol Schedule Review possible New Era-ASCSU Partnership Compost Expansion Follow-up with WGAC Follow-Up for Compost Expansion Contact Rich Schweigert, CFO of CSU System Meet With Yunus from Outreach about Communication with Colorado Universities Attend Classroom Review Board

Director of Health Report

	Section 1: GENERAL INFORMATION
Department	Health
Date	10/30/15
Members	Director of Health – Conner Jackson
	Deputy – Alexa Rendon
	Assistant – Joseph Schneider
Expenses in the Past Week	None

	Section 2: Activities
Summary of Accomplishments	 Mental Health Committee Meeting Met with Christina and Mellody (CSUHN) for advisor meeting and to discuss mental health media plan Attended Student Health Advisory Council (SHAC) and brought up mental health campaign for feedback Attended Cabinet Met with Andrea (CSUHN) to discuss tobacco policy implementation

	 Reached out to Angelica Murray (WGAC) to discuss facilitating a conversation about body acceptance with the SDPS offices Reached out to Carl Olsen (WGAC) to discuss facilitating mental health conversations with men Researched tobacco policy implementation at other institutions Reached out to RLT to get help with Body Acceptance week Researching a few speakers who would be worth bringing to campus for mental health week in late April Compiled example videos for how an effective mental health awareness video should look Weekly Department meeting, discussed how to better delegate and took time to remind ourselves of what our motivations are and why we are in ASCSU Chronic Health Mentoring Program (CHMP) recruitment continues to advisors on campus Helped RLT with blood drive planning
Lessons Learned	Be more prompt with initiating emails
Delegated Tasks	 Spencer Nolan (Senator) moving forward with syllabi legislation Alexa working on making CHMP accountability measures more efficient and CHMP recruitment of freshmen Josef contacting Key Communities to help recruit CHMP
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Continue working with Academics more on Excused Absence Policy and my legislation to put mental health resources in syllabi. (Still working on this)
Next Steps	 Mental Health Committee Display motivations in the office for team Send weekly summaries of department meetings to team for reference CHMP recruitment Body Acceptance Week planning and recruitment of RLT members to help Work on media plan for mental health initiatives

Director of Marketing Report

	Section 1: GENERAL INFORMATION
Department	Marketing
Date	October 31, 2015
Members	Kat Balster, Brad Davis, Austin Underwood, Sam Baca, Chance Brown
Expenses in the Past Week	Office Design work, shirts for CHMP, recycle-able cups for Environmental Affairs, Banner for Community Affairs

	Section 2: Activities
Summary of Accomplishments Lessons Learned	 Web design—developed a more granular layout of how each of the college's sections should look. Did not meet with CoLab team this week, but did provide them with senators who are willing to comprise a focus group. Provided RFDs to President for Office Design Work Ordered shirts for CHMP+ Ordered recyclable cups for "Bring your own Cup" to take place on 11/17 Ordered a banner for the U+2 reform initiative Began developing plan for Forever Green Promotion Updated website to include Pacesetter Application Finalized newsletter & printed Last round of emails to students missing their Bio and Photo for the collegian Insert Social media promotion of 'light up the night'
	team
Delegated Tasks	 Delegated Design work to Brad for the week Sam to work on Marketing outreach and newsletter collection Chance researching google analytics and social media Austin working on website ideas and assisting with tasks as required.
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	 Main initiatives upcoming that have entailed Marketing support U+2 - Community Affairs Environmental Affairs: Bring your own cup Forever Green Shirts- Traditions and Programs

Next Steps	Website development, Collegian Insert, U+2 banner, Forever Green

Director of University Affairs Report

	Section 1: GENERAL INFORMATION
Department	University Affairs
Date	10/23/15
Members	Director University Affairs-Andy Schafer
	Deputy Director-Luke Yeager
	Deputy Director of Grad. Student Affairs-Kevin Waida
	Assistant-Rediet Teka
Expenses in the Past Week	None

	Section 2: Activities			
Summary of Accomplishments	 Met with Phoenix Dugger (VP) for one on one Attended Student Fee Review Board Meeting Met with Bruce Mann for 1:1 Met with Seth Butler for 1:1 Continued to discuss First Year Seminar with Director Paulus 			
Lessons Learned	Early is on time; on time is late; late is unacceptable			
Delegated Tasks	 Luke – Universal Printing & College Council Roundtable Redeit – None Kevin – Transportation to/from Foothills Campus 			
Relations Bridged	Cara NethSeth Butler			
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	 Academics –PASS Committee (first year seminar initiative) UTFAB – Universal Printing 			
Next Steps	Form a plan of action for heading up the tailgating group			

•	Work with Director of Academics Jordan Paulus to formulate a strategy of moving forward Work to determine appropriate direction for SFRB Survey Would like to discuss RHA Initiatives with Director
•	Schroder – Rediet will work with Outreach on this

Deputy Director of University Affairs Report

	Section 1: GENERAL INFORMATION		
Department	Graduate Affairs		
Date	10/29/15		
Members	Deputy Director of Graduate Student Affairs		
	Kevin Waida		
Expenses in the Past Week	None		

	Section 2: Activities			
Summary of Accomplishments	 Met with Aaron Fodge and found out a lot more information on how ATFAB would be used Set up a meeting with Anne for next week, 11/2 930am at Mugs Coffee Shop. Met with Graduate students to answer questions regarding tuition billing error Met with international students to discuss and explain answers to tuition error revealed in meeting with admin. Met with President Jason to further inform him on tuition billing error Met with Edward Kendall and learned more about the West Elizabeth Corridor Project. Connected with students across multiple programs and gauged interest in potential events to be planned and run jointly by GSC and myself. ATFAB is an essential board and will immensely help graduate students 			
Delegated Tasks	None			
Relations Bridged	Anne Byrne (GSC President)			

Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	 Aaron Fodge Dakota Truitt Edward Kendall ASCSU President Environmental Affairs Community Affairs
Next Steps	 Meet with Anne, 930am, 11/2 Connect with ATFAB group Attend relevant meetings related to ATFAB, including senate when it is put on the docket. Review ATFAB transportation proposals Work with graduate students to better understand tuition billing error Reach out to other graduate programs and collect data on wants and needs. Then me and Anne can proceed with our plan to create an exciting graduate student event.

Judicial Branch Report

	Section 1: GENERAL INFORMATION		
Department	Supreme Court		
Date	10/30		
Members	Chief Justice – Nick Dannemiller		
Expenses in the Past Week	None		

	Section 2: Activities
Summary of Accomplishments	 Received a request for an opinion, filed as Case 4504 Met with the All University Hearing Board Advisers Lead the weekly All University Hearing Board meeting Attended Senate Attended the Student Fee Review Board meeting
Lessons Learned	The first Jack O'Lanterns were actually made from turnips

Delegated Tasks	
Relations Bridged	
Cross Departmental Strategy (How did	
pre/during/post cross departmental collaboration go)	
Next Steps	 Move forward with Case 4504 Begin to schedule one-on-ones Begin to circulate the Election Manager application

Account Balance					
	Account 23-61500				
Department	Amount Allocated	Amount Spent	Aprox. Expected To Spend	Account Balance	
Office of the President	\$38,229.61	(\$12,873.40)		\$51,103.01	
Outreach (Outreach)	\$7,205.00	\$0.00		\$7,205.00	
Governmental Affairs	\$15,750.00	\$30.00		\$15,720.00	
Marketing	\$17,030.00	(\$3,401.80)		\$20,431.80	
Senate	\$6,000.00	\$0.00		\$6,000.00	
Traditions & Programing	\$35,460.53	(\$8,202.00)		\$43,662.53	
Court	\$5,500.00	\$0.00		\$5,500.00	
Health	\$3,601.74	(\$11.08)		\$3,612.82	
Academics	\$13,000.00	\$0.00		\$13,000.00	
Court	\$5,500.00	\$0.00		\$5,500.00	
Senate General	\$1,467,048.60	\$0.00		\$1,467,048.60	
Office Supplies	\$11,992.79	(\$26.54)		\$12,019.33	
Total Cabinet Account Balance	\$141,776.88	(\$24,458.28)	\$0.00	\$171,735.16	