

Weekly Report

Week 2: 8/24-8/28

*Jason Sydoriak, President, was out of the office this week due to a trip out of state.

Vice President Report

	Section 1: GENERAL INFORMATION
Department	VP
Date	8/28/2015
Members	Phoenix Dugger
Expenses in the Past Week	

	Section 2: Activities
Summary of Accomplishments	 Presented to classrooms Interviewed SFRB members Distributed more applications via email Reviewed applications for new positions Partook in several interviews with student media Community Welcome Walk Set up meeting times with Senate Leadership Set up meeting time with potential Vice-Chair for SFRB Started compiling relevant materials for the SFRB binders Finalized more of the Fall schedule for SFRB Meetings with Career Center, Mike Ellis, Bruce, Kim, Senate leadership all went well Developed a plan for new Senate legislation review as well as an idea of how we want to roll out the new Canvas Senate system
Lessons Learned	Try to find free time block off part of your schedule for studying, we are students first
Delegated Tasks	 Some SFRB presentations Having CoS and DCoS compile list of applicants for jobs as well as set up interview times for the president to review them

Relations Bridged	
Cross Departmental	
Strategy	
(How did	
pre/during/post cross	
departmental	
collaboration go)	
Next Steps	Hire positions
	 Fill SFRB with Senate members

Chief of Staff Report

	Section 1: GENERAL INFORMATION
Department	President's Office
Date	8/28/15
Members	Chief of Staff-Brandon Majmudar
Expenses in the Past Week	No money was spent this week

	Section 2: Activities
Summary of Accomplishments	 Had first meeting with Director's to see where they are at in their work. Read the Reframe booklet Set time for Cabinet meetings Met with Kim for various things Went to the Coca-Cola grant committee meeting Met with Bruce and Andy about your voice process Assisted Andy in various tasks Did general assistance around the office to different directors.
Lessons Learned	N/A
Delegated Tasks	Asked all Directors to send in goals with their Director's reports this week.
Relations Bridged	
Cross Departmental Strategy	N/A
(How did	
pre/during/post cross	
departmental	
collaboration go)	
Next Steps	Follow-up with Andy on your voiceContinue to support Different Directors

•	Finish getting expectations sheets together and then handing them out.
•	Follow-up externally on something for traditions.

Deputy Chief of Staff & Press Secretary Report

	Section 1: GENERAL INFORMATION
Department	President's Office
Date	08/28
Members	4-President's Office. President, Vice President and Chief of Staff
Expenses in the Past Week	None

	Section 2: Activities
Summary of Accomplishments	Met with Director of Health, Diversity & Inclusion, Outreach, Community Affairs, and Finance. Health: went over goals, expectations and initiatives for the semester. Diversity & Inclusion: Debriefed retreat, went over goals, expectations and initiatives for the semester. Outreach: Debriefed retreat, outlined expectations for the semester. Community Affairs: Looked at goals, initiatives and expectations for the semester. Finance: looked at moving forward with a new Director and how that will work. Went over inter-departmental structure and expectations the department has for the semester. Met with Vivian and John Henderson, along with Diversity and Health, on the Faith, Spiritually and Belief imitative started by last year's administration. Met with Skyler, Editor of the Collegian, as well as Savanah Hoag about upcoming events in ASCSU and our relationship moving
Lessons Learned	forward with this year. Direct communication is the best way to 1. Accomplish numerous things and 2. Get the story straight. Be open, welcoming and approachable to everyone. Reach out and make other feel comfortable and give people an avenue to if something comes up.
Delegated Tasks	Worked with Brandon on gathering the last Policies & Procedures guidelines from directors to help with communication.
Relations Bridged	None for this week
Cross Departmental Strategy (How did pre/during/post cross	Working with Health and Diversity & Inclusion on the Faith, Spirituality & Belief initiative. Working with Marketing on the Newsletter and Blog as well as join presentation from the retreat.

departmental collaboration go)	
Next Steps	 Confirm last Director Meetings Meet with key stakeholders Work with John Henderson, Meghan Booth and Conner Jackson on Faith, Spirituality and Belief. Community Welcome Walk Back to School Social

Director of Academic Affairs Report

	Section 1: GENERAL INFORMATION
Department	Academic Affairs
Date	August 28, 2015
Members	Jordan A Paulus, Tyler Siri, Baylee Lakey
Expenses in the past week	None

	Section 2: Activities
Summary of Accomplishments	 Worked with Jim Armstrong from the Bookstore to look at different ways to fund the Blue Books Contacted Kim Blumhardt with Student Media to look at the rates of advertising for campus offices for the Blue Books: Now setting up a meeting with her to discuss the advertising space on the blue books Sat on the Committee of Teaching and Learning and discussed topics to put on the agenda for this semester. Subcommittee formed for the Course Survey Task Force Student Absence Policy subcommittee formed Academic Integrity Office would like faculty to revamp how they present the Academic Integrity Pledge and how we advertise it Working with Pat Burns to develop open source education to other Universities that are using Canvas as a learning Management tool Continuous Grade feedback for students: creating a policy for faculty, and ASCSU provides education on how to use canvas to tabulate your grades Standard for Evaluating faculty members other than the course survey How do we deal with the large DFT rates in the large undergraduate classes where students do not perform well

	 Reinstatement of the First Year Seminar that focuses on how to succeed in college
Lessons Learned	There is a lot that can be done if we have the support of CoTL behind us. If we do not have that support however, it could be very difficult to get anything done. Therefore, I am going to do everything I can to make sure that they see ASCSU in a positive light.
Delegated Tasks	 Course Surveys Blue Book Funding Sit on as many committee meetings as possible Work with CoTL on everything Student Absence Policy
Relations Bridged	Committee on Teaching and Learning
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	The Director of University Affairs and I have been coordinating a lot of the committee meetings between our two departments and coordinating the communication for who needs to contact which department considering there hasn't been two separate departments in a long time.
Next Steps	 Meet with Paul Thayer to discuss the future plans of the department Meet with Kim Blumhardt to discuss advertising on Blue Books Continue working with Jim Armstrong Meet with the Subcommittee on Course Surveys, Large Lecture Classes, Student Absence Policy, and Continuous Grade Feedback

Director of Community Affairs Report

	Section 1: GENERAL INFORMATION
Department	Department of Community Affairs (DCA)
Date	August 28 th 2015
Members	Director, Edward Kendall; Deputy, Jonathan Kuhlman
Expenses in the Past Week	No expenses incurred

	Section 2: Activities
Summary of Accomplishments	 Involvement and Recruitment of Audrey Involvement and Recruitment of Drew Involvement and Recruitment of Mackenzie Community Welcome Walk Meeting scheduled with Elizabeth Trad and Programing

	 Meeting scheduled with Wade Troxell Meeting scheduled with Councilmember Gerry H Initial director meeting with Ashley Higgins Survey Setup with University Affairs Opening dialogue with Transfort on increased load and infrastructure in relation to stadium project Discussions on occupancy Review of the Corona Studies from 2009 Review of 2 year study on occupancy implementation Response to the Avery Park Pilot Project
Lessons Learned	 There is and will always be plenty of data on occupancy related ordinances Problem orientated problem solving and community orientated problem solving
Delegated Tasks	 Policy on Climate Action Plan Policy on new community recycling ordinance Policy responses and options
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	 Worked with University Affairs to schedule and implement a survey on occupancy mirroring the similar 2009 issued ASCSU survey for historical comparison Work with Traditions and Programing on City cooperation in future years
Next Steps	 Meetings with Mayor Wade Meetings with OCL on survey wording and concerns Check in on policy updates on CAP and CROs Finish policy options and presentation for Mayor Troxell

Director of Diversity and Inclusion Report

	Section 1: GENERAL INFORMATION
Department	Diversity and Inclusion
Date	08/28/15
Members	Director, Meaghan Booth; Deputy Director, Yohana Tuquabo; Assistant Director, Steven Losolla
Expenses in the Past Week	N/A

Section 2: Activities	
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Summary of Accomplishments	 Had a meeting with John Henderson about Faith Initiatives at CSU and how ASCSU can support Scheduled a permanent director's meeting with Ashley Higgins RSVP'd for the PMSAC Fall Kickoff Event Emailed all of the SDPS offices to schedule September meetings, inform them of IEC, sent them IEC application and remind them of the upcoming due date of the SFRB application Scheduled an advisor meeting with Angelica Murray Updated the IEC application Scheduled a meeting with Emily Ambrose to discuss the Diversity and Inclusion training Made sure that ASCSU will have representation during all four Assistant Vice President of Student Affairs interviews Supported B/AACC by attending their welcome-back BBQ, represented ASCSU Scheduled a meeting with Bruce and Michelle to discuss the office environment in ASCSU and ways to educate office members about identities Gained more materials for diversity and inclusion training so it can be improved for next time Scheduled September meeting with El Centro Met with WGAC to discuss the Sexual Assault Task Force and developed a plan to best support the University in its efforts to eradicate gender based violence on campus
	 Met with PJ to discuss the Inclusive Excellence Committee and strategies to make office personnel aware of identities
Lessons Learned	 SDPS offices need to be contacted through multiple people in order to make sure they receive my emails.
Delegated Tasks	N/A
Relations Bridged	N/A
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	N/A
Next Steps	 Meet with Department to discuss strategy for the semester Begin brainstorming ideas for Diversity Days Recruit for IEC Follow up with SPDS offices that haven't currently scheduled a meeting Meet with Carl from the WGAC to discuss masculinity training

Director of Environmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Environmental Affairs
Date	8/28/15
Members	Dakota Truitt- Director Kelsey Silver- Deputy Director Griselda Landa-posas- Assistant
Expenses in the Past Week	none

	Section 2: Activities
Summary of Accomplishments	 Department Meeting Expectations for the year Set goals Signed up for Volunteer shifts Planned Bike to Breakfast events Alternative Transportation Meeting Discussed upcoming events and possible collaboration. Discussed Bike to Breakfast Discussed mental health and nature campaign Bike to Breakfast Meeting Dates: 9/10, 9/17, 9/24 @ 7:30-9:30am Planning-locations, times, food, polling Distributed tasks- special event forms, contacts vendors for food donations. P&T handling marketing and equipment for event.
Lessons Learned	 How to effectively communicate with members of the Environmental Affairs Department. Best way to manage time in the office with my Department.
Delegated Tasks	 Deputy and Assistant filled volunteer shifts for Plaza booth 8/31 for polling students on the W. Elizabeth corridor. Deputy will contact vendors for Bike to Breakfast.
Relations Bridged	 Aaron Fodge- Alternative Transportation Manager Amanda Fitzpatrick- Parking & Transportation Coordinator Tim Broderick- Senior Sustainability Coordinator for Housing & Dining Services
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go) Next Steps	 Successfully working with CSU's Parking & Transportation Department to plan 3 Bike to Breakfast events. Begin work with Sustainability Intern-Chanin Tila BYOC
Next Steps	 Advisor Meeting with John Henderson

	 8/31 12:00-1:00pm
•	Plaza Polling Event
	 8/31 9:30am-2:30pm
•	Eco Leaders Sustainability Expert Panel 9/3
	 Deputy Kelsey will represent ASCSU
•	Game day Transfort Routes Meeting 9/3
•	Bike to Breakfast Planning Meeting with Amanda
	Fitzpatrick 9/2
•	Deputy will contact the Collegian about construction,
	parking, and new FLEX contract.
•	Continue work on Resolution
	 Green Purchasing Policy for ASCSU
•	ASCSU Affairs Department Meeting
	○ 9/1 8:00-8:30am
•	Heather Hackman PSC Planning Meeting 9/2
•	Meeting with ASCSU Marketing 9/1
•	Contact Vendors for Bike to Breakfast events.
•	Meeting with Deputy Chief of Staff
•	Meeting with Chief of Staff

Director of Finance Report

	Section 1: GENERAL INFORMATION
Department	Finance
Date	8/28/2015
Members	Phoenix Dugger
Expenses in the Past Week	NA

	Section 2: Activities
Summary of Accomplishments	 Reviewed BSOF applications Had to work through irregularities in some of the groups' submissions Met with Finance staff to discuss: procedures for the year, the assistant's role and things they might have missed over the summer Started paper work to get Gabby Kuali access Entered expenses into the Controller Book Began finalizing some BSOF applications Reached out to potential new board members Further distributed applications through email and through classroom presentations
Lessons Learned	 There are a lot of tough conversations to be had and the thing to remember is consistency

	 Remember to be a student first this week has been tough and sacrifices are already being made
Delegated Tasks	
Relations Bridged	NA
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Marketing and I are working on getting BSOF apps out
Next Steps	 Ratify BSOF members Finalize applications for the first BSOF meeting

Director of Governmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Governmental Affairs
Date	8/28/2015
Members	Director Clayton King, Deputy Director Emily Talbot
Expenses in the Past Week	\$0

	Section 2: Activities
Summary of Accomplishments	 Attended Community Welcome Walk Continued organization of National Voter Registration Drive (NVRD) September 22nd Plan voter registration drive marketing Met with Steven Cottingham Met with Chief of Staff Met with College Republicans Confirmed Representative Arndt as guest speaker for Senate on September 2nd Reached out to all members of the Education Committee Reached out to Colorado university student governments Began planning Polis Roundtable Created a Trello account Scheduled conference call for lobbying contract
Lessons Learned	 There will always be new curveballs; the Colorado Republican Party decided to not hold a presidential caucus.
Delegated Tasks	Emily Talbot-in charge of Polis roundtable, New Era Communication

Relations Bridged	Molly Fitzpatrick
	New Era Organizing Director
	1-720-565-9317
	molly@neweracolorado.org
	Main contact for NVRD and collaboration with CUSG.
	Representative Brittany Pettersen
	Education Chair for Colorado General Assembly
	brittany.pettersen@gmail.com
	Will be insightful toward education legislation for the upcoming
	session.
Cross Departmental	
Strategy	
(How did	
pre/during/post cross	
departmental	
collaboration go)	
Departmental Goals	 Hit the ground running 1st thing Monday with our
	Department meeting.
	 Update Trello frequently to maintain effective
	Departmental communication.
Personal Goals	Work on organization of contacts for Lobby Days.
Next Steps	 Meet with College Democrats
	 Move forward with Roundtable
	 Organize Lobby Days contacts
	 speak with more representatives on Education board
	finalize plan for NVRD
	Representative Jeni Arndt at Senate on September 2nd
	 speak with more representatives on Education board finalize plan for NVRD Representative Jeni Arndt at Senate on September 2nd Finalize lobbyist contract

Director of Health Report

	Section 1: GENERAL INFORMATION
Department	Health
Date	8/29/15
Members	Director of Health – Conner Jackson Deputy – Alexa Rendon Assistant – Joseph Schneider
Expenses in the Past Week	No expenses in the last 2 weeks

Section 2: Activities

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Summary of Accomplishments	 First Mental Health Committee meeting Discussing Creating a Suicide Prevention Subcommittee Janelle (HEPS) will serve as advisor, coming to meetings as needed First Department Meeting Set preliminary meeting to plan Chronic Health Awareness week Attend mindfulness and resiliency task force Attended HEPS team building Helped recruit incoming students
Lessons Learned	 Be better about assessing needs and strengths to better delegate tasks
Delegated Tasks	 Josef taking more of an active role in planning Chronic Health Awareness week Alexa as Sexual Health point of contact for ASCSU
Relations Bridged	No new contacts
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	 Marketing did an excellent job on CHMP designs for posters and electronic signs Work with Diversity on maybe having a conversation about Body Acceptance in IEC Worked with Diversity and Deputy Chief of Staff on Interfaith plans for the year
Next Steps	 Mental Health Committee Meeting Suicide Prevention Subcommittee Set Mental Health Dates Meet with Christiana Berg to go over plan for the year Finalize CHMP mentor training

Director of Marketing Report

	Section 1: GENERAL INFORMATION
Department	Marketing
Date	August 28,2015
Members	Kat Balster, Brad Davis, Austin Underwood, Sam Baca, Chance Brown
Expenses in the Past Week	\$68.45 for chalk, balloons, streamers for 1 st week of classes

Section 2: Activities	
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Summary of Accomplishments	 Polos here! They look good, beginning to distribute. Wrote and got another blog post up. We have permission for RLT table cards in the dining halls next week. Presented in a variety of different upper division acct. & finance classes about SFRB and BSOF. Promoted painting the A on Social Media. Created a list of ALL involvement opportunities (current) for the website and also gave those to Director of Outreach to mail to our list for interested Freshman, International, and Transfer students. Worked at the Ram Welcome Street Fair, Ram Welcome Carnival, Community Welcome Walk ect. Met with the director of health for the first committee meeting for the Mental Health Committee meeting. Coordinated the chalking of the plaza and having students available in the office for open house. Personally spoke with about 10 different students about opportunities within ASCSU, gave them my card and printed out applications for various opportunities for them.
Lessons Learned	T-shirts are hard! I got a lot of negative feedback about sizing, but I didn't have complete information at the
Delegated Tasks	 Delegated Design work to Brad for the week Sam to work on Marketing outreach and newsletter collection Chance researching google analytics and WordPress Austin developing protocols for posters and table cards etc.
Relations Bridged	 Philip Hastings- Website Design initiated Cameron Kitchen- Colab—pillars of ASCSU
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Main initiatives upcoming that have entailed Marketing support: RLT-outreach IEC-diversity CHMP-health SFRB-Vice President BSOF-Finance Newly—Env. Affairs project & Gove Affairs project
Next Steps	Website improvement! Get promotional items, Continue formulating a plan for social media.

Director of Outreach Report

	Section 1: GENERAL INFORMATION
Department	Outreach

Date	8/28/2015
Members	Caleb Schroder, Yunus Ozekin, Austin Hartley, Jasmine Malone
Expenses in the Past Week	None

	Section 2: Activities
Summary of Accomplishments	 Met as a department to plan the remainder of the semester Yunus began working on the list of organizations we would like to involve on the University Student Programming Calendar Austin reserved the rooms for RLT meetings and began writing the lesson plans We received some applications to the RLT Passed out RLT handbills to the SDPS Offices
Lessons Learned	None
Delegated Tasks	University Student Programming CalendarRLT Lesson Planning
Relations Bridged	None
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	We worked with the marketing department to set up table card reservations in the dining halls
Next Steps	 Put RLT handbills in the dining halls on Monday Push for more RLT applications and recruit for the program Plan for interviews for RLT Continue working on the University Student Programs Calendar

Director of Traditions and Programs Report

	Section 1: GENERAL INFORMATION
Department	Traditions and Programs
Date	8/28/2015
Members	Elizabeth George, Genesis Galdean, Julietta Sheng, Kellen Iverson, and Sam Feldman
Expenses in the Past Week	\$837.47 (contract with FLEXX Productions)

	Section 2: Activities
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Summary of Accomplishments	 Met with Kim to set Forevergreen Timeline Confirmed event location at Sutherland Gardens Confirmed both mascots to attend Grill the Buffs Confirmed invoice and delivery with FLEXX (be sure to keep in contact with them up until the day of the event to ensure they are on track Set a meeting with FSL for September 8th Set a meeting with Eddy from Community Affairs for September 3rd Continued research for new Homecoming ideas Attended Community Welcome Walk Established weekly departmental meetings will be Fridays at 2:00 pm
Lessons Learned	I usually dislike group projects because I like to be able to do everything myself so I know it is all getting done. However with all of our events coming up and being so close together it was necessary to establish some other leadership in my department as I transition into Homecoming.
Delegated Tasks	 Deputy Director Genesis Galdean is temporarily overseeing Grill the Buffs while I focus on Homecoming plans. Assistant Director Kellen Iverson will be meeting with the Homecoming and Family Weekend Committee on September 2nd (Deputy Director Yunus Ozekin from Outreach will hopefully be attending as well) Assistant Director Julietta Sheng will be going with me to the meeting with FSL
Relations Bridged	Victoria Lopez-Terrill Assistant to the Coordinator Archives and Special Collections Morgan Library <u>Victoria.lopez-terrill@colostate.edu</u> Resource for conducting research in the archives for CSU and ASCSU
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Meeting with Director Eddy Kendall from Community Affairs. We will be discussing how we can incorporate the Fort Collins community more in our Homecoming celebrations.
Next Steps	 Attend meeting with Kim and Andrew from catering to touch base on Grill the Buffs Meet with Director Kendall

 Meet with Alumni for Homecoming
Meet with FSL
 Start setting Homecoming timeline
 Meet with Chief of Staff Majmudar
 Begin setting up timeline for marketing campaign with
Homecoming
Meet with department
 My personal goal for my department is to establish a sense of CSU pride on this campus and in Fort Collins like they do at other universities. I also want to bridge the gap between the CSU campus as a whole with FSL to create a unified group of students. My departmental goals are to bring back as many traditions as we can with a modern twist. I would also like us to start new traditions that will be
staple events on this campus.

Director of University Affairs Report

	Section 1: GENERAL INFORMATION
Department	University Affairs
Date	8/28/15
Members	Director University Affairs: Andy Schafer
	Deputy Director: none
Expenses in the Past	None
Week	

	Section 2: Activities
Summary of Accomplishments	 Met with Dr. Blanche Hughes to lay foundation for the year ahead Met with New Stadium Game Day Experience Committee and voiced concerns regarding tailgating, and Transfort conversations YourVoice has been taken down due to a lack of procedural controls. Will be following up in the coming week
Lessons Learned	Anticipating problems/issuesProfessionalism goes a long way!
Delegated Tasks	None
Relations Bridged	 Blanche Hughes Doug Max (Athletics) Jeannie Ortega (OCL)

Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	 Community Affairs: Eddie and I worked, and will continue to work on the U+2 survey (collaboration went well, I think we both understand each other's strengths and are able to utilize them) Academics: Formulated plan for Faculty Council as well as UCC for the semester (collaboration went well; simple logistical stuff, but we understand the importance of being on the same page)
Next Steps	 Committees for Senate on Wednesday Meet with relevant people to formulate a set of procedural controls for YourVoice Possibly meet with relevant people to become part of transportation conversation in regards to OCS Need to follow up with certain people in regards to Veteran's Success Task Force Hire a Deputy as well as an Assistant

Judicial Branch Report

	Section 1: GENERAL INFORMATION
Department	Supreme Court
Date	08/28
Members	Chief Justice – Nick Dannemiller
Expenses in the Past Week	None

	Section 2: Activities
Summary of Accomplishments	 Continued to circulated the Associate Justice application and opening announcement The Court agreed to hear Supreme Court Case 4501, the internal complaint that was filed on 8/20/15 Notified the Respondent named in Case 4501 Volunteered for the Community Welcome Walk and enjoyed meeting long-term residents Met with a student organization to follow up on some sanctions on behalf of the Student Conduct Office Continued to corresponded with Student Conduct Staff about the upcoming semester and the Court's involvement
Lessons Learned	I learned that a pangolin's tongue can be almost as long as its body.
Delegated Tasks	
Relations Bridged	

Cross Departmental	
Strategy	
(How did	
pre/during/post cross	
departmental	
collaboration go)	
Next Steps	 Hold the first Court meeting of the year
	 Begin conducting interviews for the Associate Justice
	opening
	 Attend first AUHB Advisers meeting of the year
	,