

Weekly Report

4/10/2017 - 4/17/2017

President's Report

	Section 1: GENERAL INFORMATION
Department	President's Office
Date	Week ending on April 14th, 2017
Members	President Daniela Pineda Soracá
Expenses in the Past Week	

	Section 2: Activities
Summary of Accomplishments	 On 4/10/17 Touched base with Executive branch leadership (via phone/email) Attended the It's On Us Colorado Summit-Volunteered to the State-Wide Steering Committee Co-Chaired & Presented to the President's Financial Advisory Council Funding was approved for the UABCS/CSU
	 Exchange Program On 4/11/17 Participated in the CSU System Passport concept conference call Met with Advisor Pam Norris Discussed progress on the UABCS/CSU Exchange
	 Discussed progress on the OABCS/CSO Exchange Program and the remaining Mobile Food Pantry Pilot Program dates Held Office Hours Attended the University Technology Fee Advisory Board Observed a presentation proposal for online course surveys with Director of Academics Siri

	 Provided contextual background to the Board
	regarding student input on this project
	On 4/12/17
	 Held office hours Attended the Fan Experience Standing Committee Expressed ASCSU's role in Game Day Operations for the opening 2017 Football Season (TILT Lot logistics, FSL Community involvement, student organization involvement) Discussed Alcohol policies, and connected with Athletics to work on a marketing proposal for the next meeting to message game-day operations to the CSU community Attended Senate On 4/13/17
	 Held office hours Met with Dr. Blanche Hughes and Senator Horowitz Discussed the state of ASCSU, Legislative branch feedback, and the foundational groundwork we have been doing to obtain a SAHE student in ASCSU in future years
	On 4/14/17
	 Volunteered for the Eyestone Elementary School Visit with the Access Center Met with Speaker of the Senate-elect Brown, Senator Martin, Senator Nordstrom, Speaker Pro-Tempore Kendall, President-elect Silva and Senator Griffith Shared perspectives on the Senate's leadership role moving into the next year, and discussed steps to co-mediate various interpersonal issues
Lessons Learned	I have gained so much love and respect for our University this past year, I can't even begin to express how valuable my time has been spent in this role. Also, 5 th graders are much taller than I recall being at that age, or maybe I haven't grown all that much. Probably the second one.
Next Steps	
	 ASCSU Business as usual (office hours and meetings with advisors, branch/ executive leadership, cabinet, senate) Finalize ICR Conference Details Meet with several senators and Chief Justice Stein

 Meet with Dr. Frank and Dr.Hughes Host the Take Over Tuesday session on CSU's Snapchat account Attend the Special Tradition Announcement Attend City Hall Attend the President's Sustainability Committee Celebration Attend the ACT Human Rights Film Festival Attend the Cultural Night Fashion Show hosted by COISA
 Volunteer for Earth Week (Bike Week, Earth Week Festival) Attend Africa Night hosted by Africans United Attend Operation Bear Hug hosted by the Student Veterans Organization

Vice President's Report

	Section 1: GENERAL INFORMATION
Department	Vice President
Date	3.31.2017
Members	Mike Lensky, Vice President
Expenses in the Past Week	252

	Section 2: Activities
Summary of Accomplishments	 Student Fee Review Board: Saw presentations from UFFAB and the CSU Health Network Postponed the voting of the LSC, UTFAB, RamEvents, and ATFAB to the following week due to time constraints with the discussion of ATFAB Senate: Chaired Senate Bills were brought to the floor regarding collaboration with Senate and Executive branches, and the job descriptions of the Silva-Wells Adminsitration

	 Helped with Mental Health Week tabling Attended Business Day on April 13th Prepared Dinner information for SFRB's end of the year dinner Finalized details of the marketing for Transit Financial Literacy
Lessons Learned	I thought my schedule would be easier once the next administration was elected, I was wrong
Delegated Tasks	Some duties to committee chairs in terms of looking over legislation
Next Steps	Chair SFRB Chair Senate

Chief of Staff Director's Report

	Section 1: GENERAL INFORMATION
Department	Chief of Staff
Date	04/14/2017
Members	Gabriela Maldonado
Expenses in the Past Week	0

	Section 2: Activities
Summary of Accomplishments	 Met with Kim, Vice President Lensky, and President Pineda-Soraca Completed Cabinet Agenda Completed RFD for Presidential Dinner Longs Peak room Weekly Meeting with Director of Marketing Perletz and discussed marketing for post-elections, IG social media boost, transition reports progress and how it will have easier access, new marketing request form for the next administration, election applications, and

Lessons Learned	 boost on social media in regards to the Cannabis Research Met with Director of University Affairs and discussed tailgating details, Ram Ride's participation with the video, and meeting with Controller Josh to give input on the University Affairs department to help transition to the next administration Met with Meet with Director of Academic Affairs and discussed finalizing details on RAMped Up week and the editing and revision of the elections code Met with Director of Finance and discussed RFD's for RAMped Up week, leftover BSOF funding, Mental Health week supplies, and Director of Environment Affairs Johnson's supplies for her film Met with Director of Outreach and discussed Mobile Food Bank on TH (o4/13), Cannabis Research outreach, and the elementary school year event that still was at a confusing state
Relations Bridged	- NA
Cross Departmental Strategy (How did pre/during/post cross departmental	 Deputy Vessa Kim Grubbs, President Pineda Soraca, and Vice President Lensky
collaboration go) Next Steps	- Meet with every director face to face.
	 Complete big tasks that are coming up.

Deputy Chief of Staff & Press Secretary

	Section 1: GENERAL INFORMATION
Department	Office of the President
Date	
	April 14, 2017

Members	Christina Vessa
Expenses in the Past Week	\$0.00

	Section 2: Activities
Summary of Accomplishments	Connected Collegian reporter Rachel Telljohn with information related to upcoming cabinet hiring and application publicity.
	Continuing to work with President Pineda Soraca to gather content/statements of campus leaders' experiences with CSU tradition. ASCSU will take over the CSU Snapchat on Monday and will be engaging the community with these traditions statements.
	Assisting in the event launch of a new tradition on Tuesday, April 18 in the Aylesworth lawn. Helping President Pineda Soraca with opening remarks for this event.
	Volunteered at the Mobile Food Bank Thursday with Director Wise and Ambassador Knollmann.
	Working with Director Vargas to assist with back-end planning for the diversity-themed event at Ramped Up Week.
	Connected the Collegian news desk with Spencer Nolan regarding post-coverage of Mental Health Week, specifically related to the story on suicides that was published earlier this week.
Lessons Learned	Be humble and sincere in your interactions
Delegated Tasks	
Relations Bridged	

Cross Departmental Strategy	Collaborating with all departments and branches to ensure a successful launch of the new tradition Tuesday evening at 6pm in the Aylesworth Lawn.
(How did pre/during/post cross departmental collaboration go)	
Next Steps	Making sure everyone knows their departmental goals moving forward into finals week. Ensuring productivity as course-loads become heavy.

Director of Academic Affairs Report

	Section 1: GENERAL INFORMATION
Department	Academics
Date	4/14/2017
Members	Director: Tyler Siri Ambassador: Stephanie Yassa
Expenses in the Past Week	\$0.00

	Section 2: Activities
Summary of Accomplishments	 Worked with the Finance Department and Traditions and Programs to ensure a successful RAMped Up Week. Making sure that budgets are worked out and the groups that want to be involved will be able to participate. Including the Inclusive Community Coordinators from Residence Life. Attended Committee on Teaching and Learning. Discussed progress on the Course Survey project.

	 Heard a presentation by Dr. Folkestad concerning Learning Technology and Data Analytics. Participated in the Open Educational Resources Committee. Discussed progress being made across campus in increasing use of open resources. Worked on ideas for new projects to increase use of open resources on campus. Attended UTFAB to hear a funding proposal for the new online course surveys. Wrote a resolution to change the Elections Code. Attended Senate.
Lessons Learned	 Open communication and planning helps achievement.
Delegated Tasks	 Coming up with ideas for a deputy director of Academics for next administration.
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross	
departmental collaboration go) Next Steps	- Finalize RAMped Up Week plans.
NEXT SLEPS	

Director of Community Affairs Report

	Section 1: GENERAL INFORMATION
Department	Community Affairs
Date	April 14, 2017
Members	Pranaya Sathe (Director of Community Affairs)
Expenses in the Past Week	N/A

	Section 2: Activities
Summary of Accomplishments	 Met with Sam Houghteling from Straayer Center to discuss partnerships Met with President Elect Silva to advise on next year's role
Lessons Learned	 It's always better to check if a project is desired or not before taking actions to develop it
Delegated Tasks	-N/A
Relations Bridged	Sam Houghteling – Straayer Center for Public Service and Leadership (College of Liberal Arts, Political Science)
Cross Departmental Strategy	
(How did pre/during/post cross departmental collaboration go)	
Next Steps	 Year End Report Send emails to Mayor and City Council

Director of Diversity and Inclusion Report

	Section 1: GENERAL INFORMATION
Department	Diversity and Inclusion
Date	4/14/2017
Members	Erin Vargas, Axel Foor
Expenses in the Past Week	None

Section 2: Activities

Summary of Accomplishments	 Continued outreach to SDPS offices, offering assistance with organizing programming. Met with Stephanie Zee Contacted facilitators for upcoming workshop Met with Senator Isaiah Martin to discuss the plan for workshop
Lessons Learned	Axel: to keep up with events on going, and work on timeliness. Erin: Learn to compromise
Delegated Tasks	Meet with senator Isaiah Martin
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	Touch base with Stephanie Zee Come up with an activity for Ramped Up Week

Director of Environmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Environmental Affairs
Date	April 14, 2017
Members	Hanna Johnson- Director of Environmental Affairs Nogah Seidemann- Deputy Director of Environmental Affairs Kailey Carlson- Environmental Affairs Ambassador
Expenses in the Past Week	

Section 2	2: Activities
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Summary of	ATFAB
Accomplishments	-Presented to SFRB 4/10
	-PSFAC Meeting 4/10
	Earth Week
	-Informational guide for zero waste volunteers
	-Sent out reminder
	-Made Scavenger Hunt poster
	CSSO
	-Met 4/10
	Give-A-Watt
	-Filmed video on 4/11 and 4/14
	5th Grade Field Trip Guide
	-Helped tour group
	-Took photos
Lessons Learned	
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Delegated Tasks	-Deputy: Scavenger Hunt poster, CSSO, helped with video -Ambassador:
Relations Bridged	-AIIIDassauor.
Relations bridged	
Cross	-Worked with Neall from marketing to make video
Departmental	-Met with new administration
Strategy	
	-Helped with 5th grade outreach event
Next Steps	-Put posters out for events next week
	-Earth Week Events
	-Pick up earth week supplies

Director of Finance Report

	Section 1: GENERAL INFORMATION
Department	Finance
Date	4/14/2017

Members	Controller- Josh Silva Ambassador – Rob Leonard Director – Michael Wells
Expenses in the Past Week	None

	Section 2: Activities	
Summary of Accomplishments	 I worked to process all insurance payments for Engineering College Council's E-Days event I finalized and processed all remaining contracts for the remainder of the Board for Student Organization Funding (BSOF) events BSOF conducted its first reading and overview for the annual bylaw audit. Ambassador Leonard cleared and began work with myself and Controller Silva to update the controller book for FY18 	
Lessons Learned	Timing is everything	
Delegated Tasks	Controller Rob worked on clearing the controller book and updating its formulas	
Relations Bridged	N/A	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	I worked again with director Siri and Director Nathan to get insurance and Tulip covered for events during Ramped Up week	
Next Steps	Our department is continuing to discuss with Directors about improving communication with the Finance Department. This info will give us new structure to eliminate some errors that may occur throughout our financial process.	

Governmental Affairs Report

	Section 1: GENERAL INFORMATION
Department	Governmental Affairs
Date	April 14, 2017
Members	Cole Wise – Director
Expenses in the Past Week	0

	Section 2: Activities
Summary of Accomplishments	 I completed the Day at the Capitol binder so that the incoming Director of Governmental Affairs had a complete road map of how to successfully complete this event. I input all data based off of survey responses for Day at the Capitol and worked up a game plan of how to make the event more successful and beneficial for the incoming administration. After talking with Director Norris, I researched and read the editorial in the Coloradoan by Bob Shaffer in regards to the lawsuit CSU is facing.
Lessons Learned	Patience is a virtue.
Delegated Tasks	This week was a very internal-based and preparing for the transition of the new administration's cabinet.
Relations Bridged	I worked with Director Norris in regards to the editorial on the lawsuit.
Cross Departmental Strategy	Working with SLiCE and the Colorado State General Assembly.
(How did pre/during/post cross departmental collaboration go)	

Next Steps	Transition Report!	

Director Health Report

	Section 1: GENERAL INFORMATION
Department	Health
Date	4/14/17
Members	Spencer Nolan, Director
	Angel Wright, Deputy
	Sonali Kovoor-Misra, Ambassador
	Hayley Gottwalt, Ambassador
	Kaitlin Webb, RLT Liason
Expenses in the Past Week	\$225.00

	Section 2: Activities
Summary of	- Mental Health
Accomplishments	 Poster campaign
	 Week three begins on Monday
	 Past two weeks have been very successful
	 Mental Health Week
	 Completely successful
	 Awareness raised
	 Stress relief successful
	 Still have leftover coloring books and sleep
	masks
	 Stress rams are gone
	 Slam Poetry Friday night
	 Period Products on Campus Task Force
	 Big meeting next week with campus leaders
	 Pilot will be going live either this summer, or over
	the next semester
	 Focus on inclusive language
	 i.e. "People who menstruate," "Not
	everyone who menstruates is female," etc.
	 26 locations planned

Lessons Learned	Self care is necessary for everyone. Otherwise, we fall apart.
Delegated Tasks	Immense help from the department on distributing table cards (Hayley).
Relations Bridged	Worked with CSU Health Network, Active Minds, Occupational Therapy
Cross Departmental Strategy	People from ASCSU showed up to help. The marketing department remains our life saver.
Next Steps	Finish the poster campaign. Then do as the seventh day suggests.

Director of Marketing Report

	Section 1: GENERAL INFORMATION
Department	Marketing
Date	17 April 2017
Members	Director of Marketing- Leah Perletz
	Deputy Director of Marketing- Veronica Bass
	Deputy Graphic Designer- Laura Morrison Pibel
Expenses in the Past Week	Boosted on FB (2), but RFD filled out by Finance & President

	Section 2: Activities
Summary of Accomplishments	 Upcoming Cabinet Create graphics for "Apply Now" Applications available on website http://ascsu.colostate.edu/branches/executive- branch/applynow/ Cannabis event created, and promoted. WILL boost next week Event on Eventbrite Facebook Event → shared on FB

	 Posted on website Began all transition documents/files for upcoming cabinet New "GOOGLE" account for Marketing → easier to share content via google drive marketing.ascsucolostate@gmail.com Created new Marketing Request Form (online, not ready to be implimented yet) List of suggestions for positions/job descriptions, programs, materials for upcoming year/cabinet
Lessons Learned	Think outside the Box, everyone is our audience, so who is our target and how will we appeal to them
Delegated Tasks	Veronica-Website, Social Media, Lead for Campaign, help MHW (photos) Laura-Designs
Relations Bridged	Lindsay Connors (External Relations) Kim Sterns (External Relations-social media approval→ snapchat)
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go) Next Steps	 Daniela Pineda (President)→ Elections Spencer & Angel (Health)→ Anti-Stigma Mental Health Campaign Josh Silva & Michael Wells (Controller/Finance) Marketing budget for the year Job Applications upcoming cabinet Kim Grubbs (Advisor)→ Other options for using Marketing Budget Order SWAG 2017-2018 Finish Transition info Work with suggestions for investments → Michael Wells Boost job applications → Social Media

*****NOTE: Leah will not be in the office as much, but feel free
to email or call her 720-505-6907

Director Department of Outreach

	Section 1: GENERAL INFORMATION
Department	Outreach
Date	4/17/17
Members	Nick Bohn, Nate Rhine
Expenses in the Past Week	Zero

	Section 2: Activities
Summary of Accomplishments	 Helped order Ramped up inflatables Helped Pres Elect and Vice Pres Elect Helped Filming for the "Its on Us" campaign Helped Film for "Give a Watt" Attended PSFAC Met with Pres(vice) elect to do transition meeting Met with NRHH Helped organize the Mobile Food Bank Helped Organize the Eyestone Elementary Day Sat on the Organization of the Year Committee
Lessons Learned	When you make a to do list, the first thin on it should be to do the list
Delegated Tasks	RLT, Eyestone elementary
Relations Bridged	Traditions and Programs, Eyestone Elementary, SLiCE
Cross Departmental Strategy (How did	Worked with T&P to get inflatables for RAMped up week, discussed with Governmental and Community Affairs
pre/during/post cross	

departmental collaboration go)	
Next Steps	Send out Job Descriptions when they are ready, help prepare for next Mobile Food Bank

Director of Traditions and Programs Report

	Section 1: GENERAL INFORMATION
Department	Traditions and Programs
Date	April 14, 2017
Members	Director Bobbie Nathan and Deputy Director Alexis Svenson
Expenses in the Past Week	\$30 for trash receptacles; \$4,269 for RampedUP catering

	Section 2: Activities
Summary of Accomplishments	 Inaugural Ball: Placed catering order Sent evites Began quoting for flower arrangements Administered superlative/award worksheets for voting Offered MC position to 2 prospects Completed student portion of Alcoholic Beverage Request Form RampedUP
	 Confirmed inflatable contracts Completed RFD for catering Misc. Attended the "It's On Us" summit to brainstorm how we tackle this epidemic as a community
Lessons Learned	Teamwork makes the dream work! Aka RampedUP week
Delegated Tasks	Deputy Svenson is looking into lighting and table linens for I-Ball. Director Bohn and Director Wells have been paramount in completing the contracts for inflatables.

Relations Bridged	N/A
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Outreach, Academics, and Finance have been very helpful in planning of RampedUP week.
Next Steps	 Inaugural Ball Book photographer for event (week of April 17th) Finalize lighting, linens, and floral arrangements (week of April 24th) Ask an advisor to count superlatives/awards (week of April 17th) Order awards (week of April 17th) Finalize MCs for event (week of April 17th) Buy fun props for photo booth (week of April 17th) Send out invitations to incoming cabinet (week of April 24th) RampedUP Confirm inflatables (week of April 17th) Design calendar for student organizations tabling throughout the week (April 17th) Confirm group participation from registered organizations (week of April 24th) Confirm KIND bars tabling days (week of April 17th) Create small presentation about what we learned at "It's On Us" to present to cabinet

Director of University Affairs Report

	Section 1: GENERAL INFORMATION
Department	University Affairs
Date	4.14.17

Members	University Affairs-Kevin Waida
	Graduate Affairs- Ali Abbas
Expenses in the Past Week	0

	Section 2: Activities
Summary of Accomplishments	 4/21 Meeting with athletics re:tailgate spots 90 spots will be filled by 45 applicants Spots will allow for car to be parker plus space for chairs, table, etc. Campus messaging One video: safety Campus messaging re: Off campus parties Know your neighbor Student conduct issues Consent Met with Emily Allen to gather more date
Lessons Learned	
Delegated Tasks	NA
Relations Bridged	Several ASCSU representatives Senate College Council Presidents Game Day Experience Committee members

Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	Academics (AVPSS Search Committee) Environmental (CBAC, ATFAB) President, Vice President, Senate, Outreach (Stadium) Membership (External Committees)
Next Steps	 Health, Diversity (Messaging Campaign Meet with Neil, video framework planning Identify key influencers Consent video ATFAB prez 4/18 Film for video

Judicial Branch Report

	Section 1: GENERAL INFORMATION
Department	Supreme Court
Date	4/14
Members	Deputy Chief Justice – Brittany Rondello
Expenses in the Past Week	None

	Section 2: Activities
Summary of Accomplishments	 Held All University Hearing Board hearing pre/post hearing Attended an Appeal Hearing Met with AUHB advisors about upcoming activities Filled out a request for frame for Official Supreme Court photo

Lessons Learned	
Delegated Tasks	
Relations Bridged	
Cross Departmental Strategy (How did pre/during/post cross departmental collaboration go)	
Next Steps	 Hold hearing with AUHB Meet with AUHB advisors to determine upcoming activities for the end of the year Obtain frame for Official Supreme Court photo