

Members:
Expenses in the last week:



EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	Office of the President	President Josh Silva

EXECUTIVE SUMMARY

It has been a busy first couple of weeks, so I will list the highlights. From June 14-16, I attended the CSU System Board of Governors retreat in Colorado Springs. We set goals for the year and identified ways we can work more closely with CSU-Pueblo and the Global Campus. On Wednesday, I also met with the Fan Experience Committee to discuss student tailgating for Game Days. On Monday, I met with representatives from the Straayer Center to assist with a secret fall project and discuss collaborative opportunities with ASCSU. I have been setting up one on one goals meetings with each director to establish expectations of the job and for the year to get a good grip on what to do. Finally, we have also been moving items around in the office to make it feel more open and organized, as well as to reduce clutter.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
<ul style="list-style-type: none"> Set up a meeting with the VP for IT to attend a learning analytics summit on June 29 	Yes; June 29	June 29	Retreat to discuss learning initiatives and look at data collected over the past academic year
<ul style="list-style-type: none"> Met with the Fan Experience Committee to present a draft of the Game Day plan and review operations 	Yes	First game kickoff (August 26)	Discussed the changing nature of the plan and laid out a rough outline of tailgating for students
<ul style="list-style-type: none"> Discussed hosting a student government symposium for high schoolers with Speaker Brown 	Yes	TBD	Supporting Speaker Brown on an initiative she has taken upon herself
<ul style="list-style-type: none"> Attended a webinar with Vice President Wells to learn about student technology 	Yes	n/a	Learned about mobile app engagement and how it is being used to promote student success

engagement initiatives on other campuses

• Checked in on ASCSU tabling at Ram Orientation fairs	Yes	n/a	Stopped in to say hello to freshmen and assist Director Syron and others as needed
• Progressed in negotiations with Rocky Mountain Student Media for the new contract	Yes	July 1	Met with Pete Waack, CEO of RMSMC, to discuss changes for the upcoming year. Talks were productive and positive.
• Negotiated with the <i>Wall Street Journal</i> to bring the paper to campus both digitally and in print	Pending	Fall	Negotiated with a rep from the <i>Journal</i> on prices for a digital and print package. Will meet with the College of Business, Commitment to Campus, and other potential partners to discuss co-funding strategies

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

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HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	Vice President Wells	See above
Internal	Speaker Brown	See above
Internal	Chief of Staff Wise	Discussed strategy for the office and goals
Internal	Director Syron	Discussed tabling and engagement opportunities
External	Fan Experience Committee	See above
External	Rocky Mountain Student Media	See above
Both	LSC IT Personnel Jason Huitt and Linda Carpenter	Began negotiations for new technology for ASCSU
External	Bob Schur from Commitment to Campus and rep from USA Today	Discussed the readership contract for the upcoming school year
External	Rep from <i>The Wall Street Journal</i>	See above

Internal	ASCSU Advisors Kim Grubbs, Bruce Mann, Pamela Norris	Discussed the ASCSU retreat and success strategies for the office
Internal	Director Merline	Discussed goals and expectations
Internal	Director Yassa	Discussed goals and expectations

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- PUSHBACK FROM THE FAN EXPERIENCE COMMITTEE FOR THE TAILGATING PLAN
- LACK OF TIME TO ACCOMPLISH ALL SET INITIATIVES IN THE WEEK

ACTION ITEMS FOR THE NEXT WEEK

- Meet with Dean Beth Walker of the College of Business to discuss cofounding for the Wall Street Journal
- Finalize USA Today Contract
- Finalize LSC IT Agreement
- Follow up with Fan Experience Committee partners to polish Game Day plan
- Continue goal setting meetings with directors
- Meet with a student to discuss special infrastructure projects

EXECUTIVE DIRECTOR’S REPORT 2017-2018

PROJECT SUMMARY

Report Date	Department	Prepared By
June 16, 2017	Vice President	Michael Wells

EXECUTIVE SUMMARY

I have worked to close out financial books for FY17 leading into FY18. With this I have worked with Director Leonard to outline structures for the Department of Finance as a whole. As well, I worked heavily in meeting ASCSU Executive Directors, as well as Fee Directors and Administration to begin relationship building and goal planning.

ACTIONS ACCOMPLISHED

Task	completed?	Due Date	Notes
Meet with Director Maureya to discuss website data	yes		Discussed new posters, social media, swag, and other aspects involved in tabling
Meet and begin relational building with administrative stakeholders	yes		All email and drives work
Develop ASCSU ambassadorship program underneath VP	no	Aug. 1st	Develop a strategy for better utilizing ambassadors with ASCSU and work in handling retention of said Ambassadors

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

Students benefited indirectly through this work from what can be gained through these programs and initiatives. As I work to develop new programs with Director Maureya and better internal programs underneath the Vice President, the student body will be able to directly benefit by participating in these programs.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

Internal/external	Who?	Accomplishments
Internal	Director Maurya	Discussed IT requirements to be set for the website and any web development initiatives
Internal	Director Leonard	Discussed working plans for how summer work will look
Internal	Senate Speaker Brown	Looked at ways to improve cross branch relations as well as office layout and yearly initiatives
External	Dr. Mike Ellis	Updates on SFRB and layout for FY 18
External	LSC IT Director, Jason Huitt	IT for ASCSU layout meeting

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

Timing is everything

ACTION ITEMS FOR THE NEXT WEEK

- Continue working on initiatives for Ambassadorship program

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE:

DEPARTMENT:

PREPARED BY:

June 16, 2017

President's Office

Baylee Lakey

EXECUTIVE SUMMARY

This week my focus has been to connect with directors and begin to help them as they enter their new roles in ASCSU. I have held video chat meetings and email conversations with the Department of Finance (Director Leonard), the Department of Marketing (Director Merline & Director Maxwell), the Department of Environmental Affairs (Director Rodke), the Department of Academics (Director Yassa). I have also reached out to the Department of Graduate affairs (Director Kallepalli) and continue to wait for a response. In addition to these meetings, I met with President Silva to discuss summer initiatives. There were some conflicts with scheduling, and it is clear that working remotely is not ideal, but now that I have connected with my directors, I have a better understanding of the best way to communicate and operate throughout the summer.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DATE	DUE	NOTES
Meeting with Josh Silva	Yes	---		Met with Josh to discuss plans for this summer.
Director meetings via phone call/video chat	Yes	(Weekly video chat/phone call meetings with the listed		Held video chat meetings with the Directors from the Departments of:

		directors will take place throughout the summer)	Environmental Affairs (Director Rodke) and Academic Affairs (Director Yassa) to discuss goals for this summer and ways I can assist.
Director meetings/update sessions vis e-mail communication	Yes	(Weekly video chat/phone call meetings with the listed directors will take place throughout the summer)	Held e-mail conversations with the Directors from the Departments of: Finance (Director Leonard) and Marketing (Director Merline & Director Maxwell)
Updating the ASCSU website	In Process	End of Summer	I will be working with Director Maxwell to update the information on and wording of the ASCSU website.

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

Students indirectly benefited from my work as I began to help guide and prepare the directors in ASCSU. The more prepared directors are during the summer, the more efficient and effective they will be once school begins in the fall.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	Director Yassa	Discussed summer plans/goals
Internal	Director Maxwell	Held e-mail conversations with Director Maxwell and

			began to work on website updates (this is an ongoing process)
Internal		Director Rodke	Discussed summer plans/goals
Internal		Director Merline	Discussed summer plans/goals
Internal		Director Leonard	Discussed summer plans/goals

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

SCHEDULING MEETINGS: IT WAS DIFFICULT TO SCHEDULE MEETINGS DUE TO SCHEDULE CHANGES AT MY INTERNSHIP AS WELL AS OTHER DIRECTOR'S SCHEDULE CONFLICTS. THIS LED TO MORE E-MAIL MEETINGS THAT I HOPE TO LIMIT AS WE MOVE INTO VIDEO CHAT MEETINGS THROUGHOUT THE SUMMER.

ACTION ITEMS FOR THE NEXT WEEK

- Have an update meeting with Cole.
- Continue meetings with my directors.
- Reach out to Collegian news editors and staff to better build relationships for this upcoming year.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE

June 16, 2017

DEPARTMENT

Finance

PREPARED BY

Robert W Leonard

EXECUTIVE SUMMARY

The last few weeks within the department of finance have been mostly getting oriented with my advisors and the programs I will be working with through the year. Kyle and I are getting access to Kualu Financial Systems and we have gotten our email access. Some of the leftover tasks from last year needed to be taken care of but since I didn't have access to Kualu, Michael was able to take care of them. I have spoken to one of the the student organization about how funding and paperwork need to be done for their event in the fall.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Access to Kualu	Yes	N/A	

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

I'm ready to help them and ready to steward the student fees.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	Michele Frick, Lead Accountant	Discussed Kualu and leftover tasks
Internal	Lea Martin, Accounting Tech	Got access to Kualu
External	Gaurav Harshe, Pres. ISA	Discussed ISA event

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- N/A

ACTION ITEMS FOR THE NEXT WEEK

- N/A

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

Report Date	Department	Prepared By
June 16, 2017	Marketing Strategy	Kyrie Merline

EXECUTIVE SUMMARY

This past week I met with Tristan, the Director of Community Engagement. We discussed what tabling items he would need and discussed his vision for them. I also met with President Josh Silva to discuss my goals for the summer, as well as my main focuses for the marketing department this school year. I ordered 3,000 stickers from Color Pro Print to help assist with the outreach of ASCSU at the orientation events until we can do a big order after the freeze is done.

ACTIONS ACCOMPLISHED

Task	completed?	Due Date	Notes
Ordered Stickers	Yes	N/A	Bulk ordered 3,000 stickers
Met with Tristan	Yes	6/14/17	Discussed marketing materials for the outreach table
Met with President	Yes	6/12/17	Discussed marketing efforts/goals for the school year
Emailed all the directors	Yes	6/12/17	Emailed to explain how/why I need to meet with all of the directors.

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

This week benefited students because all of the meetings and planning help guarantee that ASCSU will reach all students, as well as not waste student fees on things that are not pre-planned or pre-approved.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

Internal/external	Who?	Accomplishments
Internal	Tristan Syron	Marketing Materials for outreach table
Internal	Josh Silva	Goals for the school year
Internal	Cole Wise	Ordering swag before fi

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

It was hard to schedule in meetings before I left out of town as well as not have proper planning for the bulk order of the stickers.

ACTION ITEMS FOR THE NEXT WEEK

- Check in on the stickers
- Meet with directors of other departments
- Meet with Traditions and Programs to discuss Grill the Buffs

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	Diversity & Inclusion	Tori Tubbs

EXECUTIVE SUMMARY

This week was really about getting situated within ASCSU. I worked through the majority of what was on the shared drive to better understand the position and the goals of the previous people in this position. I had a 1:1 with the chief of staff to set some goals for the next coming weeks and answer and questions I had.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Read Through Docs on Shared Drive	Yes		

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

- HAVING A BETTER UNDERSTANDING OF WHAT THIS POSITION HAS BEEN IN THE PAST WILL HELP ME ADAPT IT TO THE CURRENT NEED OF STUDENTS.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	Chief of Staff	1:1

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

ACTION ITEMS FOR THE NEXT WEEK

- Schedule meetings with the other directors that I would like to program with throughout the semester.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	University Affairs	Nathan Rhine

EXECUTIVE SUMMARY

These past weeks I have had a heavy focus on preparing for events and committees. The first project, which I am about finished with was making a finalized list of all the committees that students have seats on based on importance and priority. I worked with Chief of Staff Cole Wise and President Josh Silva on planning and preparing for the student tailgating lot/game day experience. I have also met with Pam Norris to bounce ideas off for our plans for the student tailgating experience. I have also reached out to Doug Max to try and set up a sit-down meeting to discuss the game day experience plan, as well as reached out to David McKelfresh to learn gain insight into student ran events to better assist in the planning of the student game day experience.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Committee List	Yes	06/17/17	N/A
Student Tailgating Rules	No	06/24/17	Need to outline details
Student Tailgating Agreement	No	06/24/17	Need to write up agreement and present to President's office

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

- STUDENTS BENEFITTED IN THEIR FUTURE GAME DAY EXPERIENCE THIS PAST WEEK. THEY ALSO BENEFITTED FROM THE ORGANIZATION OF THE COMMITTEE LIST BECAUSE NOW STUDENTS WILL HAVE THE PROPER REPRESENTATION IN ALL AREAS OF CAMPUS THIS YEAR.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	President Silva	Came up with plan for distribution of spaces as well as agreement for tailgating lot
Internal	Chief of Staff Wise	Came up with ideas for how TILT lot will be ran/set up. What students experience will look like.
External	Pam Norris	Finalized ideas for agreement on student tailgating lot. Gained insight into other game day operations.

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- THE BIGGEST CHALLENGE THAT I FACED THIS WEEK WERE PEOPLE NOT RESPONDING TO EMAILS. IT SLOWS DOWN THE PROCESS CURRENT TASKS THAT I AM WORKING ON AND SETS BACK DEADLINES.

ACTION ITEMS FOR THE NEXT WEEK

- Send committee list to Speaker of the Senate Brown and set up a meeting so I can go over the committees with her, as well as, Chief of Staff Wise and President Silva so that we can start assigning seats to students and edit the list as needed. Meet with Doug Max to talk about the current game day experience plan and set up a tour of the stadium for the office of ASCSU. Meet with Dave McKelfresh to learn about College Days event that used to be thrown, so that we may learn from our mistakes and better plan our future on campus events. Finalize the agreement on the student tailgating lot and present it to the president's office.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	Academics	Stephanie Yassa

EXECUTIVE SUMMARY

I began to piece together my role as Director of Academics and what that entails for the upcoming year. With a clearer picture for upcoming initiatives after speaking to members of the Executive Branch, I have begun to prioritize which “projects” the Academics department will work on and organizing which faculty member to discuss new ideas with as well as previous projects done by previous Academic Directors.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Organized which faculty to contact for each Academic project as well as Academics Department advisors	Yes		
Responded to various ASCSU emails	Yes		
Met with President Josh Silva	Yes	June 12, 2017	Below
Attended weekly check-in meeting with Deputy Chief of Staff Baylee Lakey	Yes	June 16, 2017	Below

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

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HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	President Josh Silva	<ul style="list-style-type: none">• Discussed both President Silva’s expectations, and visions for the upcoming year for the Director of Academics

position as well as my expectations and vision for the department. We also discussed different events, projects and initiatives for the Academic Department.

- Discussed upcoming Academic related summer events including the Learning Analytics Retreat and RamTours
- Discussed beneficial collaborations with different Executive Branch departments (primarily Campus Engagement and University Affairs) for upcoming events.

Internal

Deputy Chief of Staff
Baylee Lakey

- Discussed and analyzed what the Academics Director role entails for summer and fall.
- Discussed First-Year Seminar involvement
- Discussed all ideas for projects and events for the Department of Academics.

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- LEARNING HOW TO EFFECTIVELY MANAGE AND ORGANIZE MY TIME IN THE SUMMER SEMESTER.

ACTION ITEMS FOR THE NEXT WEEK

- Begin to set up one-on-one meetings with faculty members/advisors who I will be working with throughout the year next year to help establish a connection and begin collaboration on various events.
- Collaborate with Director of University Affairs Nate Rhine to begin discussing Board of College Council Presidents Mixer.
- Collaborate with Director of Campus Engagements, Tristan Syron to discuss involvement of the Academics Department with Orientation and Transition programs for the fall semester.
- Meet with previous Vice President Mike Lensky in discussing the current status of the Financial Literacy Course.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	Engagement	Tristan Syron

EXECUTIVE SUMMARY

These first two weeks started out my time as Director of campus engagement. Like with most new jobs, the first two weeks were largely setting up and transitioning. I managed to clear out the old desk, and move my things in, in addition the email is now up and active, I have access to the "u-drive", and printing capability. Because my job revolves heavily around outreach during the summer, I've set in place a sign up list, began the process of creating new tabling materials and got comfortable with the office and where everything is and how it is managed.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
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Meeting with marketing	yes	Discussed new posters, social media, swag, and other aspects involved in tabling
Set up desk	yes	All email and drives work
Signup sheet	yes	On person google drive so it saves
Introduction email	yes	Introduction email has been typed and approved by chief of staff for PMs (perspective members)
Tabling	yes	All orientations have been attended and we have well over 140 PMs

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

The students benefited in a few ways, as campus engagement my job revolves not only around getting students involved in ASCSU, but just involved in school as a whole. The email that is sent out to PMs has what ASCSU is, then Ram leadership Team, but additionally serves as a volunteer server. It is explained that they will receive email about volunteer opportunities in the student government. That way if a student is involved in Greek life, and needs community service hours, they can read this email and show up to our events to help out which also offers a line of networking between us and other organizations- which I believe is beneficial for the school as a whole.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Marketing	Kyrie	Met about table materials
Chief of staff	Cole	Discussed summer goals/plans and retreat
Community affairs	Hannah	Met in regards to Alternative transportation and UFFAB and future collaboration and the relationship between fee boards and the student government

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

It takes a lot longer to get marketing materials than I originally expected. I initially thought we'd have these new materials for tabling over the summer, the director of marketing has informed me that a closer estimate would be August. Additionally setting up my email and printing capabilities was difficult, but IT solved that within the first week. Syncing google calendar with outlook was also difficult.

ACTION ITEMS FOR THE NEXT WEEK

- I want to make a sheet on how to table. Currently our message differs depending on who is giving it. A strong, concise, and consistent message must be given. Further, tips on how to table and best practices. This sheet will be beneficial to members of ASCSU who choose to table.
- Additionally, I will be gone 1 week for the next report. I plan on making sure all the tabling is covered by someone before I leave in order to make sure that there are no problems while I'm away. I'll also engage in table training for those who feel uncomfortable doing it now
- Josh has asked me to attend a meeting on "how to run effective meetings". Originally these were held at 8:00 and I work during that time for Liberal Arts, but I hear it will be moved to later in which case I look forward to attending it.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	State and Local Policy- Community Affairs	Hanna Johnson- Officer of Community Affairs

EXECUTIVE SUMMARY

Within the first two weeks, I have reached out to key contacts related to Community Affairs to set up meetings, read up on some of the U+2 policies of the city and how ASCSU has addressed those policies in the past, and prepared materials for the Alternative Transportation Fee Advisory Board to be successful in the 2017-2018 academic year.

Updates about new Fort Collins city policies that affect students: city council has funded Sunday bus service as of June 6th, 2017. ASCSU should expect Sunday service for all students and community members beginning in August 2017.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Read Transition Report	Yes	6/1/17	
Reach out to Advisors	Yes	6/1/17	Emily Allen no longer works for the university,

			but will be a great contact at the City of Fort Collins. Jean Ortega and Lindsay Mason at OCL let me know about the Community Welcome Walk committee meetings
Reach out to Strayyer Center	Yes	6/1/17	Set up meeting 2 weeks from now.
ATFAB Transition Mtg	Yes	6/1/17	Met with Aaron Fodge and Brian Grube to discuss financial reporting, website set-up, and to-do's for the summer.
Ram Card + Transit Mtg	Yes		
Read U+2 Materials	No	6/23/17	In progress. Will report back with more info soon.
ATFAB & UFFAB Mtg.	Yes	6/15/17	Met with Neal Lujan and Aaron Fodge to discuss
Community Welcome Walk Committee Mtg	Yes	6/14/17	Represented student perspective and provided collaboration for the Community Welcome Walk. 2 more meetings. Off Campus Life asked if ASCSU would cancel 1 st Senate Mtg. and provide mandatory volunteers. I think this is a great opportunity for ASCSU to build positive relations with our neighbors
Reached out to all FC Gov Representatives and set up meetings	Yes	6/14/17	

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

- Gaining the necessary knowledge to make decisions and develop informed discussions for the benefit of students
- Developing the necessary relationships to leverage organized student interests
- Ensuring that student dollars are accurately spent for student interests by developing a funding method for ATFAB; meeting with other boards to see their process and possibly suggest better student input

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL

WHO?

ACCOMPLISHMENTS

External	Neal Lujan	Making sure there is student representation on temporary board to decide which technology companies should be used by Transfort system to scan in passangers.
External/Internal	Lindsay Mason (OCL) Josh Silva Isabel Brown	To ensure that students are present at the annual Community Welcome Walk, I sat on the Community Welcome committee. OCL asked if ASCSU would make volunteering mandatory- as we have in previous years.

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- With limited hours, you really need to use your time effectively to finish all that needs to get done.
- Transitioning from one job within cabinet to another can be difficult because you may feel the need to complete old responsibilities. I need to focus on my new position.

ACTION ITEMS FOR THE NEXT WEEK

- Meet with City Council Members
- Community Liaison Specialist Search
- ASCSU Parking and Transportation Updates
- Finish Reading U+2 Materials

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE

June 20, 2017

DEPARTMENT

Director of Multimedia

PREPARED BY

Kaleigh Maxwell

EXECUTIVE SUMMARY

As the first Director of Multimedia, there aren't any unfinished tasks left to me by my predecessor. Since school ended, I have spent a large amount of time brainstorming, planning, researching, and educating myself on relevant

issues/marketing methods/important relationships that I should begin to explore. With the website server complications, I haven't been able to work on updating the site; however, I have been working on gathering content to use when I am able to update the site.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Graphic Design FB Ad	Designed & Currently running	n/a	Ad is currently running and will be up on Facebook until we take it down. The budget was set at \$40 (lifetime budget) and Kyrie completed/submitted an RFD.
Update ASCSU FB Business Profile	In-process	n/a	Transitioned ASCSU to a Business profile on FB rather than conducting all advertisements/social media connections/posts/etc. are developed and posted from a Business verified by Facebook rather than a page. This allows us to build better connect with individuals so that individuals can "like" our page, rather than "request" to be a FB friend of ASCSU and wait for a response.
Scheduled CSU Social Media Takeover	Yes	August 28 th - September 3 rd	Contacted Kimberly Stern in order to reserve Instagram takeover for the week leading up to the Rocky Mountain Showdown in order to advertise ASCSU efforts for student involvement.

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

- By updating the status/profile of ASCSU on Facebook, students will be able to easily connect with ASCSU on social media platforms in order to stay up-to-date with announcements, events, etc.
- I have continued to gather content, information, profiles, etc. That will be used to update our current website. Doing so will benefit both current and new students, as it will provide up-to-date information about our organization, sponsored/related events, involvement, etc.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL / EXTERNAL	WHO?	ACCOMPLISHMENTS
Director of Marketing Strategy (Internal)	Kyrie Merline	Working on advertising for available position,
Director of Social & Media Strategy, CSU Social (External)	Kimberly Stern	
Deputy Chief of Staff (Internal)	Baylee Lakey	

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

Communication

Within the past week, I have gotten upwards of 5 emails discussing the tasks that I am responsible for as the Director of Multimedia. While this may not seem like an issue, each email or message I received told me something different regarding the website – what I responsible regarding the update and content/tasks going forward.

I know the fact that I am out of the country eliminates the opportunity to sit down with other members and solidify my duties as the Director of Multimedia. I would like to clear that up in addition to clarifying task distribution throughout the marketing department.

ACTION ITEMS FOR THE NEXT WEEK

- Continue to advertise for opening Graphic Design position
- Continue to gather content for website/social media
- Compose tentative social media post schedule for the summer

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 16, 2017	Innovation and Technology	Shreesh Maurya

EXECUTIVE SUMMARY

This week had meetings only.
Check-In meeting with Cole and Goal setting meeting with Michael.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Check-In Setup	Yes	14 June	
Requirement Gathering	On-Going	21 June	

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

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HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
Internal	Cole Wise	Check-In done
Internal	Michael	Goal Setting initiated

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- 1 SETTING UP EMAIL AND U DRIVE

ACTION ITEMS FOR THE NEXT WEEK

Analyzing ASCSU website and coming up with a plan.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 15, 2017	Environmental Affairs	Pradnyesh Rokde

EXECUTIVE SUMMARY

I got my email setup and access to the required folders. I am still looking into archive data, to understand the major events and initiatives undertaken by the previous board. I am also looking at other sustainable campuses around the world and their initiatives that we can adopt. I am also looking forward to attend some of the committee meetings on campus.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Introduction	YES	NA	Introduced the new Environmental Affairs department to key stakeholders
Sustainable Apparel	NO	NA	Trying to work with a sustainable apparel start up to recognize any opportunities for ASCSU
Zero Waste Stadium	No	NA	Trying to setup a meeting to discuss zero waste stadium initiative

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

• NA

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
NA		

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- NA

ACTION ITEMS FOR THE NEXT WEEK

- Meet with Zero Waste Stadium in charge
- Meet Maddy to catch up and discuss the future ahead.

EXECUTIVE DIRECTOR'S REPORT 2017-2018

PROJECT SUMMARY

REPORT DATE	DEPARTMENT	PREPARED BY
June 14, 2017	Department of Governmental Affairs	Anthony Taylor

EXECUTIVE SUMMARY

This week went pretty well. I started talking with ASCSU's lobbyist with the intention of setting up a meeting about renewing her contract in the fall. I have also received a state bill alert and it is my intention to provide some sort of report about the bill shortly. I'm looking forward to working with Jen much more in my capacity as the Director of Governmental Affairs.

ACTIONS ACCOMPLISHED

TASK	COMPLETED?	DUE DATE	NOTES
Correspondence with ASCSU Lobbyist	Yes	N/A	
Legislative Report (State Bill Alert)	No	N/A	I would like to have this done by the time I write my next Director's Report

HOW DID STUDENTS BENEFIT FROM YOUR WORK THIS WEEK?

- By reviewing legislation and keeping ASCSU informed on issues that may impact students I can ensure that ASCSU has all the information necessary to best protect student interests.

HOW DID YOU EFFECTIVELY COLLABORATE WITH INTERNAL/EXTERNAL PARTNERS THIS WEEK? PLEASE USE NAMES AND TITLES.

INTERNAL/EXTERNAL	WHO?	ACCOMPLISHMENTS
N/A	N/A	N/A

WHAT CHALLENGES/SETBACKS DID YOU FACE THIS WEEK?

- No ASCSU related challenges this week

ACTION ITEMS FOR THE NEXT WEEK

- Complete Legislative Report