



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

President Report

<i>Prepared by</i>	President Josué “Josh” Silva
<i>Department</i>	Office of the President
<i>Members</i>	Vice President Michael Wells Chief of Staff Cole Wise Deputy Chief of Staff Baylee Lakey
<i>Expenses in the Past Week</i>	\$0

EXECUTIVE SUMMARY

What matters to me is that no matter what, we are doing work that actually matters to students. The work of every single member of ASCSU should revolve primarily around things that enrich the student body and their experience here at CSU. This was an incredibly productive week, with board and committee meetings setting up key initiatives. It was also election week, which was exciting to track. The RLT presentation was delayed due to the Morgan Library bomb scare.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes
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|---|--|--|
| <ul style="list-style-type: none"> ● Attended weekly Todos Santos exchange trip meeting ● Attended weekly meeting with ASCSU adviser Pamela Norris ● Attended weekly ASCSU Executive Leadership meeting ● Attended Cabinet and Senate ● Presented the ASCSU fee area and gave a tour to the Student Fee Review Board ● Cochaired the President's Student Financial Advisory Committee ● Met with Dr. Blanche Hughes to discuss ASCSU initiatives ● Attended the Faculty Council meeting; ensured that student representatives to standing committees were confirmed and filled ● Attended the Ram Spirit Subcommittee to discuss student engagement in athletic events ● Met with Dr. Rick Miranda to discuss ASCSU initiatives ● Met with Jelena Durdic and Deputy Chief of Staff Lakey to discuss Health Director goals and strategies ● Presented the Elections Manager job description to the Senate ● Cleaned the office and planned strategic ASCSU initiatives | <ul style="list-style-type: none"> ● SLiCE office; Daniela Pineda Soraca ● Pamela Norris ● Chief of Staff Wise; Deputy Chief of Staff Lakey; Vice President Wells ● ASCSU ● SFRB ● FAB directors; Vice President Wells; Senator Williams; Assoc. Justice Maddie Taylor ● Vice President Wells; Speaker Brown ● Faculty Council; Dr. Rick Miranda ● Orientation Transitions and Programs; CSU athletics; Housing and Dining Services; RamEvents ● Vice President Wells; Dr. Blanche Hughes ● Deputy Chief of Staff Lakey ● ASCSU ● n/a | <ul style="list-style-type: none"> ● 11/7 ● 11/8 ● 11/6 ● 11/9 ● 11/6 ● 11/6 ● 11/7 ● 11/7 ● 11/9 ● 11/9 ● 11/10 ● 11/8 ● Entire week |
|---|--|--|

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

I always think about how every administration only has a year (at most) to get things done and make a difference. I do not want to waste a single second of my presidency on anything that does not enrich the student body and their experience at CSU, and being able to represent them at stakeholder meetings and present strategic initiatives that move this organization and the student body forward is what this position is and needs to be all about. I took a moment to think about all of the incredible things this administration has accomplished and thank the directors at Cabinet for the work they have done, sometimes against the odds. Whether it is strategic planning around course surveys and learning analytics (Academics), setting up community service events (Campus Engagement), a campaign to promote positivity (Diversity), a composting partnership with the LSC (Environmental Affairs), BSOF collaborations (Finance), coordination with our lobbying efforts in Denver (State and Local Policy), the first-ever ASCSU Health Fair in collaboration with the CSU Health Network (Health), pioneering technological initiatives from a student perspective (Innovation and Technology), setting up a tailgating system for students from scratch (Marketing and University Affairs), or record attendance at Grill the Buffs and collaboration with the alumni center regarding the Old Main bell (Traditions and Programs), this administration has experienced record productivity and we are set on serving the students until the end. I am extremely proud in particular that the Collegian wrote about the real action that has been taken regarding U+2, which was championed by Director Johnson (Department of State and Local Policy) and me. The students benefit from real action and real results that they can see and that benefit them.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- The importance of remaining humble and honest about your plans, goals, and initiatives
- Patience is key
- People will forget what you said, but they will never forget how you made them feel
- Getting ready for Todos Santos

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Practice self-care and maintain perspective
- Get ready for Todos Santos and depart
- Cabinet and Senate
- Board of College Council Presidents
- Turn in Board of Governors materials



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

[Position] Report

<i>Prepared by</i>	[Michael Wells Vice President]
<i>Department</i>	[President's Office]
<i>Members</i>	Josh Silva – President Michael Wells – Vice President Cole Wise – Chief of Staff Baylee Lakey – Deputy Chief of Staff
<i>Expenses in the Past Week</i>	N/A

EXECUTIVE SUMMARY

This past week has been a learning and planning experience. With other members of ASCSU leadership I had multiple admin meetings to get input from the university as well as pose new ideas. From these meetings I was able to build on new ideas for SFRB as well as begin planning for a Colorado Student Government Conference.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes
<ul style="list-style-type: none"> ● SFRB visited the Career Center and ASCSU <ul style="list-style-type: none"> ○ Each fee area said that no fee increase 	<ul style="list-style-type: none"> ● Dr. Mike Ellis (internal) ● Katie Flint, Career Center (external) ● Dr. Blanche Hughes (external) 	<ul style="list-style-type: none"> ● 11/10/17 ●

would be needed
for future
programming.

- Met with Dr. Blanche Hughes with Speaker Brown and President Silva. Speaker Brown brought up the idea for a Student Government meeting, and we all discussed the logistics. Potentially a way that we could bring Student Governments from across the state to discuss policy and see areas for collaboration. President Silva discussed Game Day and updates for new data about tailgating.
 - Met with Dr. Rick Miranda and Dr. Blanche Hughes. Similar to the meeting with Dr. Hughes we talked about current ASCSU happenings, but this meeting focused more on academics. We looked at the importance of the first 4 weeks in a course and how we can enhance early engagement in new courses.
- Dr. Rick Miranda (external)
 - President Silva (internal)
 - Speaker Brown(internal)
 -

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Now that SFRB is nearly complete for the semester, I will have time to look at these new ideas and hopefully enhance the student experience on campus, whether it's in the classroom or through new events.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

Timing is everything

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Tour UFFAB and UTFAB



2017-2018 WEEKLY REPORT

Week ending November 3, 2017

Chief of Staff Report

<i>Prepared by</i>	Cole V. Wise – Chief of Staff
<i>Department</i>	Office of the President
<i>Members</i>	Josh Silva – President Michael Wells – Vice President Cole Wise – Chief of Staff Baylee Lakey – Deputy Chief of Staff
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

This last week was very productive and I feel that the ASCSU Executive Branch is doing great work. For me personally, I felt very proud of the way that Executive Cabinet members have handled themselves. Watching meetings in the office, I see the respect and kindness that all of them bring to the room. As a whole, I feel confident in the work that we are doing and the projects and initiatives that are being planned for the last stretch of the fall semester and into the beginning of the spring semester.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes
<ul style="list-style-type: none"> • Attended weekly Executive Leadership Meeting 	<ul style="list-style-type: none"> • President Silva; Vice President Wells; Deputy Lakey 	<ul style="list-style-type: none"> • 11/6/17

- | | | |
|--|----------------------------|-----------|
| • Held weekly meeting with Community Affairs | • Director Johnson | • 11/9/17 |
| • Attended Student Fee Review Board meeting | • LSC; Ram Events; ATFAB | • 11/6/17 |
| • Held weekly meeting with Campus Engagement | • Director Syron | • 11/7/17 |
| • Held weekly meeting with University Affairs | • Director Rhine | • 11/8/17 |
| • Held Weekly Adviser Meeting | • Pam Norris; Deputy Lakey | • 11/8/17 |
| • Held weekly meeting with Finance | • Director Leonard | • 11/8/17 |
| • Held weekly meeting with Traditions and Programs | • Director Gertner | • 11/8/17 |
| • Held weekly meeting with Governmental Affairs | • Director Taylor | • 11/8/17 |
| • Attended weekly Senate Meeting | • ASCSU Members | • 11/8/17 |
| • Had dinner with Pam Jackson | • Pam Jackson | • 11/8/17 |

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students indirectly benefited from my work with each department as well as my advocating for their student fee dollars. Students also benefited by ASCSU doing the good work we were trusted with doing for the students.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Work hard as the end of the semester approaches
- Take time for myself
- Value others opinions and views as they are crucial to making important decisions

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Work on final 12th Ram Student Tailgating registration
- Assist Deputy Lakey in developing plans and goals for next semester with each department

- Create a new Corrective Action Report document
- Assist Traditions and Programs as well as Diversity and Inclusion in “State of Kindness” event with possible collaboration opportunities.



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Deputy Chief of Staff Report

<i>Prepared by</i>	Baylee L. Lakey—Deputy Chief of Staff
<i>Department</i>	President’s Office
<i>Members</i>	Josh Silva—President Michael Wells—Vice President Cole Wise—Chief of Staff Baylee Lakey—Deputy Chief of Staff
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

This was a rather slow week in terms of ASCSU business. I maintained my weekly meetings with ASCSU staff members and advisors. Ricky Mountain Student Media Board of Directors met this week. We had the privilege of hearing staff from KCSU discuss how they are continuing to develop the radio program at RMSMC. It was refreshing to hear about the great work our students are doing on this campus!

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes

- **Attended weekly ASCSU leadership meeting** • President Silva; Chief of Staff Wise; VP Wells • 11/6/17
- **Held weekly meeting with Director of Multimedia** • Director Maxwell • 11/6/17
- **Held meeting with Director of Academics** • Director Shubert • 11/7/17
- **Held weekly meeting with Director of Graphic Design** • Director Aldern • 11/7/17
- **Held weekly meeting with Pam Norris** • Pam Norris; Chief of Staff Wise • 11/8/17
- **Held weekly meeting with Grad Affairs** • Director Kalyan • 11/10/17
- **Attended weekly Cabinet meeting** • ASCSU Executive • 11/8/17
- **Met with ASCSU Ambassador** • Katy Krupinsky • 11/9/17
- **Held weekly meeting with Marketing Strategy** • Director Merline • 11/9/17
- **RMSMC Board of Directors Meeting** • RMSMC Board Members • 11/9/17
- **Held weekly meeting with environmental affairs** • Director Royal • 11/9/17
- **Held weekly Marketing team meeting** • Director Merline; Director Aldern • 11/10/17

- **Met with the new Director of Health, Jelena Durdic**
- President Silva, Director Durdic
- 11/10/17

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students benefitted from the hiring of Jelena Durdic for Director of Health, as she will work to serve both ASCSU and the entire student population in a mindful and effective way. Students also benefitted from

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Finals are coming! It is definitely a busy time in the semester.
- I have not had as much time to focus on certain projects that I have started to develop, and I would like to focus on these a little more in the coming weeks.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Work with Director Aldern to develop content for a graphic that he is developing
- Focus on some more press secretary based projects throughout the week
- Set up meetings between Director Durdic and various people who will provide insight and wisdom for her as she enters in to her new position.



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Director of Finance Report

<i>Prepared by</i>	Director of Finance Robert Leonard
<i>Department</i>	Finance
<i>Members</i>	Director of Finance Robert Leonard Controller Kyle Steinhoff
<i>Expenses in the Past Week</i>	\$N/A

EXECUTIVE SUMMARY

This week was an incredibly busy week for the finance department. I attended and gave a budget report in the budgetary affairs committee meeting. I met with multiple student orgs to fix applications and prepare them to present to BSOF and many applications were approved on Thursday at BSOF. APASA, COISA, SCASLA, SVO, and Veritas were all approved on Thursday for their events in the spring. Controller Kyle Steinhoff has been working on a weekly report of the budget to send out as well.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> • APASA approved 	<ul style="list-style-type: none"> • Ian Swalling 	<ul style="list-style-type: none"> • 11/9/2017

- **COISA approved**
- **SCASLA approved**
- **SVO approved**
- **Veritas approved**
- Kurtis Cunningham
- Emma Mutch
- Aya Safira
- Controller Kyle Steinhoff

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

The student body benefitted from our work this week by having 5 more events to attend as well as a more well informed senate budgetary affairs committee meeting.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- This week was challenging because funding is starting to run out from BSOF for student orgs and that is causing a scramble for the last few.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Have BSOF Meeting
- Help student orgs receive funding for events
- Attend budgetary affairs committee



2017-2018 WEEKLY REPORT

Week ending November 10th , 2017

Director of Academics Report

<i>Prepared by</i>	Director of Academics Bayler Shubert
<i>Department</i>	Academics
<i>Members</i>	Director of Academics
<i>Expenses in the Past Week</i>	N/a

EXECUTIVE SUMMARY

This week was a little slower because of increasing school opportunities and a big week next week. This week I attended the committee on teaching and learning which introduced me to the evolving technology of Learning Analytics. The next day I met with Dr. Folkstead and discussed the methods of passing information to the students about analytics. This week I also began to prep for the College Council Committee Meeting.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes
<ul style="list-style-type: none"> • Continued to develop the survey because I learned about requirements from the Controller that look Promising. • Went to Committee on Teaching and Learning 	<ul style="list-style-type: none"> • Deputy Chief of Staff Lakey • ASCSU Members (Internal) • Chief of Staff Wise • Vice President Wells • Former Vice President Lensky • College Council Presidents 	11/5/17



2017-2018 WEEKLY REPORT

Week ending October 27, 2017

Campus Engagement Report

<i>Prepared by</i>	Director Tristan Syron
<i>Department</i>	Campus Engagement
<i>Members</i>	Tristan Syron, Director Clare Fenton, Deputy Director Paine Lewis, Ambassador Dawson Warken, Ambassador Erin Rueter, Ambassador Natalie Gentil, Ambassador Hannah Royer, Ambassador Mason Cadigan, Ambassador
<i>Expenses in the Past Week</i>	Submitted reports for approx. \$570

EXECUTIVE SUMMARY

If this week had to be described by one word- execute.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> • RLT 	<ul style="list-style-type: none"> • Dexter from slice 	Viewed ASCSU Exec

<ul style="list-style-type: none"> • • Events calendar • Presented to Cabinet • Presented to Senate • Meeting with RHA liaison • Sign- up sheets • Weekly chief of staff meeting • Weekly Department Meeting 	<ul style="list-style-type: none"> • Jason Huitt, IT for LSC • Exec cabinet 	<p>Calendar has been Made</p> <p>Presented dates and times for Catholic Charities, and Children’s Hospital</p> <p>Sheets with all community service opportunities are at Engagements desk, They will always have the most up to date events for students to sign up</p> <p>Two new Ambassadors- very excited</p>
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HOW DID STUDENTS BENEFIT FROM YOUR WORK?

They benefited because the community service events we’ve been setting up are now a go. The duration of the semester we get to improve upon the relationships we’ve made. Now if you are a student who needs or wants community service hours you can just walk in and sign up. The community and the school are better off.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

Turn in RFD’s faster

Think further into the future

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Schedule tabling
- Buy materials

- Execute tasks



2017-2018 WEEKLY REPORT

Week ending: November 10th, 2017

Officer of Community Affairs Report

<i>Prepared by</i>	Officer Hanna Johnson
<i>Department</i>	State and Local Policy
<i>Members</i>	Hanna Johnson- Officer of Community Affairs Anthony Taylor- Director of Governmental Affairs
<i>Expenses in the Past Week</i>	\$0

EXECUTIVE SUMMARY

Last week was so academically demanding and busy, that this week felt less productive simply because I was not busy at all times. I feel very excited and proud of how much ATFAB has grown in the past 3 months, and I feel like that work will set up future students for success. Last Friday I participated in my first RFP process through the City of Fort Collins; I feel like I learned so much from that experience, and I'm very thankful that the city invited ASCSU to be a part of that process. At the end of the semester, it can feel really difficult to keep motivated.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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• ATFAB	• Full Board	• 10/30; Planning Meeting on 11/9
• Ambassadors	• Sage Miller and Bridget Murphy	• Met 11/6
• Ordinance Study	• Ginny Sawyer and Lexi Adler, ASCSU Senate	• Bill passed last week, communication throughout week with Ginny Sawyer and Lexi Adler
• Master Plan Committee	• Committee, Director Taylor and President Silva	• 11/8; Discussed redevelopment of South Campus and Alysworth and Newsome Halls
• Legislative Strategy Advisory Board bylaw edits	• President Silva, Speaker Brown, Director Taylor	• Throughout Week
• Transfort RFP	• City Procurement, Transfort	• 10/4

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

- Working with the City for RFP process to gain student perspective in city purchasing.
- Representing student perspective to Master Plan Committee
- Making progress in addressing problems with student's accessibility to reliable transportation through ATFAB

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Balancing all responsibilities is a constant struggle, but I'm constantly gaining better time management skills.
- Jumping back into work after focusing on school for a week can be difficult.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Edit Legislative Working Group bylaws
- Update ATFAB Website
- ATFAB Meeting
- Check in with Mayor Troxell to see if he could come speak with Cabinet
- Plan ASCSU/City Council Mixer



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Director Report

Prepared by	Victoria Tubbs
Department	Diversity & Inclusion
Members	Victoria Tubbs Marcelino Castaneda Rebecca Boniek
Expenses in the Past Week	\$0.00

EXECUTIVE SUMMARY

It was a good week for being able to look forward and realize how little time we have left and start accounting for that in our programming. Additionally, I was able to connect with the CDI and further ASCSU's understanding of future diversity plans here at CSU. We established some timelines for two programs.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders	Date (if applicable)/Notes

	(Internal/External)	
<ul style="list-style-type: none"> ● Discussed classroom conduct ● Met with Oscar Felix ● Held hearing for impeachment committee ● Scheduled meeting with academics for State of Kindness. ● Scheduled meeting with a new prospective ASCSU Member. 	<ul style="list-style-type: none"> ● CSU Professors ● Oscar Felix, Vice President for Diversity ● Impeachment Committee ● Bayler Shubert ● V Bellinger 	<ul style="list-style-type: none"> ● After having students reach out to me about situations that have occurred in their classes and I reached out to professors to let them know how they have impacted students. Fortunately, they were very responsive and have talked to their class to reach a better understanding. ● Oscar was kind enough to catch me up to speed with the happenings of the commission for Diversity & Inclusion and how ASCSU can contribute to the diversity plans in the works. ● I want to be able to move things along as effectively as possible in this process so everyone, inside and out of ASCSU can have a productive community while giving everyone their due time and processing.

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

As I was able to connect with Oscar, I gathered a better understanding of other workings around CSU. I was thinking about starting a new program but after talking with Oscar I found out that the program was already in the works so I could devote that time and energy into

something else. With in ASCSU we established timelines for two programs to roll out for finals and into spring semester.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- . Busy schedules mean we have very late meetings and that makes it difficult to establish a work/school/life balance.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Meet with Marketing department for #thisismystate project.
- Follow through on all scheduled meetings
- Get to Fall Break
 - Eat mashed potatoes



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Environmental Affairs Report

<i>Prepared by</i>	Director Madelyn Royal
<i>Department</i>	Environmental Affairs
<i>Members</i>	Madelyn Royal, Director Haley Dallas, Deputy Director
<i>Expenses in the Past Week</i>	\$0.00 (if applicable)

EXECUTIVE SUMMARY

Our department was successful this week in multiple ways- we were able to get the word out about the Zero Waste Team via CSU Social, we furthered our agenda to create an educational video for composting at CSU, and we moved forward in our effort to provide front-of-house composting in the LSC.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> • Met with Tonie Myamoto to discuss educational compost video • Worked with HDS to send out a Sustainability Culture Survey 	<ul style="list-style-type: none"> • Haley Dallas • Housing and Dining Services 	<ul style="list-style-type: none"> • 11/6

- | | | |
|--|-------------------------------|---------|
| • Met with LSC Composting Committee to discuss funding | • Kristy Millsapps | • 11/8 |
| • Attended weekly Zero Waste meeting | • Maggie Gilman | • 11/7 |
| • Weekly student transit meeting to discuss ATFAB and other Alternative Transportation issues | • Hanna Johnson, Aaron Fodge | • 11/9 |
| • Solidified dates/locations for Zero Waste Symposium | • Kim Grubbs | • 11/10 |
| • Gained access to the CSU Snapchat to educate students on the Zero Waste efforts at CSU | • Maggie Gilman, Haley Dallas | • 11/11 |

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students will now have more knowledge of composting efforts at CSU, and hopefully feel more confident and educated when utilizing these systems.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Learning to deal with bureaucratic work alongside our pet-projects has been difficult. It's hard to learn when to say no to someone, and when you no longer have the bandwidth to assist another person or department.



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Director Of Governmental Affairs Report

<i>Prepared by</i>	Anthony Taylor (Director of Gov. Affairs)
<i>Department</i>	State and Local Policy
<i>Members</i>	Anthony Taylor (Director of Gov. Affairs) Hanna Johnson (Director of Community Affairs)
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

This week I spent a fair amount of time in various meetings collaborating with other members of ASCSU. The week went well and I hope to maintain an open channel of communication between myself and the other member of ASCSU.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes

- | | | |
|--|--|-----------|
| • Communication with Director Johnson about LSAB | • Director Johnson (I), Speaker Brown (I) | • 11/7/17 |
| • Communication with the ASCSU lobbyist | • Jenn Penn (E) | • 11/8/17 |
| • Weekly Meeting Chief of Staff | • Chief of Staff Wise (I) | • 11/8/17 |
| • Cabinet Meeting | • Various people in attendance | • 11/8/17 |
| • Master Plan Committee | • University administration leadership (E), President Silva (I), | • 11/8/17 |
| • Endorsement on Senator Williams` Bill | • Director Johnson (I) | |
| • LADLC Meeting | • Senator Williams (I) | |
| | • Director Syron (I) | |

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Good communication between the members of ASCSU breeds a productive work environment. As we move forward in the year, it is important that the various branches of ASCSU (Executive, Legislative and Judicial) are able to effectively interact with each other to ensure student success.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Again, finding enough time to do my homework has been a challenge for me this week.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Continue to work with the Straayer Center around Day at the Capitol planning.
- Continue to coordinate with Director Johnson about our civic engagement initiative.



2017-2018 WEEKLY

Week ending November 10, 2017

REPORT

Office of Graduate Affairs Report

<i>Prepared by</i>	Satya Kalyan
<i>Department</i>	Office of the President
<i>Members</i>	President Josué “Josh” Silva Vice President Michael Wells Chief of Staff Cole Wise Deputy Chief of Staff Baylee Lakey
<i>Expenses in the Past Week</i>	\$00.00

EXECUTIVE SUMMARY

Reading and understanding the policies made me understand why it is difficult for CSU to allow international students to be a part of internships out-of-state during the fall and spring semesters. There were tasks assigned to me to get the ‘TA’ awards on papers by the end of this semester. GSC meeting was on November 6th and there was a lot of discussion on how the tax reforms affect the funding of TAs and GRAs. The issue of professors not helping students with the dissertation of the students has been brought to the issue of GSC and I am closely working on this issue. I met Kyrie and Jackson to discuss different ways to reach out to graduate students regarding the events GSC conducts.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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<ul style="list-style-type: none"> • Survey 	<ul style="list-style-type: none"> • GSC & ASCSU 	<ul style="list-style-type: none"> • Not Applicable
<ul style="list-style-type: none"> • GSC meeting (November 6th) 	<ul style="list-style-type: none"> • GSC 	<ul style="list-style-type: none"> • Nov 6th
<ul style="list-style-type: none"> • Meeting with Della and Kelsie (GSC) 	<ul style="list-style-type: none"> • GSC 	<ul style="list-style-type: none"> • Not Applicable
<ul style="list-style-type: none"> • Meeting with Jackson and Kyrie (Marketing Team) 	<ul style="list-style-type: none"> • GSC 	<ul style="list-style-type: none"> • November 10th

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

- Bettering the survey as it helps in knowing the opinions of the graduate students
- Getting the issue of out-of-state internships for international students sorted out helps students in expanding their reach and knowledge
- Meeting the Marketing team helped me understand the different possibilities to get to graduate students

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Know the college-specific issues of graduate students
- Making time for ASCSU office hours due to exam-schedule conflicts

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Meet Della and Kelsie of GSC
- Meet the ASCSU grad senators and discuss issues concerning graduate students
- Learning about the issues professor have with the dissertation of their students
- Ping Kaylee and learn more about multimedia and ways of reaching out to graduate students



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Officer's Report

<i>Prepared by</i>	Mr. Shreesh Maurya
<i>Department</i>	Innovation and Technology
<i>Members</i>	Officer of Innovation and Technology, Shreesh Maurya
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

Working on collecting different things which can be included on Innovation and Technology page of ASCSU website. Increasing involvement of student ambassadors. Letting them know current tasks going on and their help is needed on collecting information.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes
<ul style="list-style-type: none"> • Getting student ambassadors involvement into ASCSU. Letting them know current tasks I am working on and requesting their participation. 	<ul style="list-style-type: none"> • Marcos Villanueva(Internal) • Yekaterina(Internal) 	

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Collecting data to be presented on the website which will be easily accessible by students.
Working towards forming a way in which students can provide feedback for their TA's which will help department to focus more on their quality.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Scheduling meeting and asking for time from different people during academic year gets difficult sometime.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Requesting Meeting with Vice President Wells to discuss future tasks to be done.
- Collaborating with Graduate Student Senator, Daisy VanDanburgh to implement ways in which student can vote for their TA.
- Getting information collected by ambassador and using them in current tasks.



2017-2018 WEEKLY REPORT

Week ending November 8, 2017

Marketing Strategy Report

<i>Prepared by</i>	Kyrie Merline Director of Marketing Strategy
<i>Department</i>	Marketing
<i>Members</i>	Kyrie Merline Director of Marketing Strategy Kaleigh Maxwell Director of Multimedia Jackson Aldern Director of Graphic Design
<i>Expenses in the Past Week</i>	Approximately \$100.00

EXECUTIVE SUMMARY

This week in the marketing department I got the Food Pantry materials printed and handed out to the various departments. We are working on meeting with Graduate Affairs to see how we can best advertise towards the Graduate Students in our marketing materials as well as through social media. I am working with my ambassadors to set them up with a department and hopefully working on a campaign that they build themselves with my assistant. Overall, we are continuing to work on You @ CSU as well as working towards marketing materials for RLT next semester.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> • Marketing Catch up with Marketing Department 	<ul style="list-style-type: none"> • Internal, Director Aldern, Director Maxwell 	<ul style="list-style-type: none"> • 11/8/17

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|---|--|---|
| <ul style="list-style-type: none"> • Marketing catch up with Deputy Chief of Staff • Graduate Affairs Meeting • Marketing Meeting Catch Up • Senate You @ CSU Meeting | <ul style="list-style-type: none"> • Internal, Deputy Chief of Staff Lakey • Internal, Director Aldern, Director Maxwell, and Director Kalyan • Internal, Director Aldern, Director Maxwell, and Deputy Chief of Staff Lakey • Internal, Senator Aubrey, Director Maxwell, and Director Aldern | <ul style="list-style-type: none"> • 11/9/17 • 11/10/17 • 11/10/17 • 11/10/17 • 11/10/17 |
|---|--|---|

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students will benefit from the projects we are doing because they will be exposed to unfamiliar programs like Graduate Affairs, RLT, and You @ CSU. We are also making sure to reach a wide variety of students everywhere from graduate students to freshman in college. There are also a ton of projects coming down the pipeline of ASCSU that will help ASCSU build partnership with departments outside of ASCSU.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Knowing if You @ CSU is allowed to be marketed through ASCSU
- Setting up meeting times for Graduate Affairs
- Remembering to fill out RFD's for certain projects

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Confirm You @ CSU
- Work on the copy for RLT
- Assist my ambassadors with their campaign planning



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Director of Multimedia Report

<i>Prepared by</i>	Kaleigh Maxwell, Director of Multimedia
<i>Department</i>	Department of Marketing
<i>Members</i>	Kaleigh Maxwell, Director of Multimedia Kyrie Merline, Director of Marketing Strategy Jackson Aldern, Director of Graphic Design
<i>Expenses in the Past Week</i>	All spending will be reported in Director of Marketing Strategy Report.

EXECUTIVE SUMMARY

This past week, Multimedia efforts have been focused on general ASCSU promotion – both the organization itself and our guiding principles/values. In addition to managing social media through posts and connections, I actually had to respond to an unnecessary, negative comment made on one of our published posts.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> • Continued work on ASCSU Official Website 	<ul style="list-style-type: none"> • Continued to work with internal directors to gather content for the ASCSU official website. • Published pages including: Department of University Affairs, 	<ul style="list-style-type: none"> • Week of 11/03-11/10

	Department of Health, Department of Traditions & Programs, Department of Marketing, Department of Environmental Affairs, Office of Innovation & Technology, Department of State and Local Affairs, and more.	
<ul style="list-style-type: none"> • 12th Ram 	<ul style="list-style-type: none"> • Made sure online registration form was published and fully functional. • Continued to develop content and promote it through all social media platforms. • Sent follow up email to those who registered in order to provide information about pass pick-up and CSU Gameday. 	<ul style="list-style-type: none"> • Week of 11/03-11/10
<ul style="list-style-type: none"> • Open Positions 	<ul style="list-style-type: none"> • Worked with Deputy Chief of Staff Lakey and President Silva to prepare publications and promotions for the upcoming open position of Elections Manager. Promotion will be published upon Senate approval of job. 	<ul style="list-style-type: none"> • n/a
<ul style="list-style-type: none"> • Social Media 	<ul style="list-style-type: none"> • Developed and designed content for ASCSU social media platforms. 	<ul style="list-style-type: none"> • Week of 11/03-11/10

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

With general promotion and a focus on web development, students are more likely to get connected to ASCSU through a digital platform. With social media posts that differed from solely informational, ASCSU social accounts are starting to develop a more engaged and dedicated following. In this past week alone, the ASCSU Instagram increased in Impressions by 3,320. This significant increase in Instagram analytics should continue to carry into other categories including Profile Views, Followers, Website Clicks, and more.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Unfortunately, some meetings had to be cancelled due to health.
- Unable to attend Cabinet.
- Still trying to get a hold of CSU Web Communications.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Continue to reach out for help with social media.
- Take Executive headshots.
- Continue to work with my Ambassador.



2017-2018 WEEKLY REPORT

Week ending November 12, 2017

Director Report

<i>Prepared by</i>	Alexandra Gertner, Director of Traditions
<i>Department</i>	Traditions and Programs
<i>Members</i>	Alexandra Gertner, Director Jessy Mendoza, Deputy Clarity Engel, Deputy
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

Decided on a time Traditions and Programs will have our weekly meetings, invite our ambassador to them. Handing out Forever Green shirts at either two basketball games or the San Jose football game. Working on some things we can do for students during finals week. Hoping to get the ball rolling with our marketing department next week to design these coupons for free coffee.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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| <ul style="list-style-type: none"> • Working with Morgan’s Grind to purchase coffee for students during dead week and hand out coffee coupons | <ul style="list-style-type: none"> • Working with Shannon Lines, manager of Morgan’s Grind | <ul style="list-style-type: none"> • N.A. |
| <ul style="list-style-type: none"> • Working with our marketing department once everything goes as planned with Morgan’s Grind | <ul style="list-style-type: none"> • Working with our Designer, Jackson to come up with coffee coupons for students during for dead week/ finals week | <ul style="list-style-type: none"> • N.A. |
| <ul style="list-style-type: none"> • Handing out Forever Green shirts at Saturday’s game | <ul style="list-style-type: none"> • Worked with Patrick Krza from our athletic department to help ASCSU hand out Forever Green shirts (some during the game, some at a basketball game?) | <ul style="list-style-type: none"> • N.A. |

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Upper classmen will receive Forever Green shirts at either a football game or basketball game.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Find the good in every person and situation
- It’s almost break time, hang in there!!
- Always be thankful

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Design coupons with marketing department
- Look into plant suction kit
- Read more



2017-2018 WEEKLY REPORT

Week ending November 10, 2017

Director Report

<i>Prepared by</i>	Director of University Affairs Nathan Rhine
<i>Department</i>	University Affairs
<i>Members</i>	Director Nathan Rhine Ambassador Koch Ambassador Laughlan Ambassador White
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

With one week left until Fall Break, things are truly starting to kick into gear. This week, Ambassador White and myself worked together on researching similar institutions student game day experiences, in the hopes of finding new traditions for the 12th Ram. Collaborated with Ambassador Laughlan on the library hours project, hoping to have the finished survey sent through to the correct department by the end of the week. With Director Maxwell having to work the application for the 12th Ram thus far, we started to meet so that she can show me how to properly work with the application and the email system. Ambassador Koch and I spent the week planning out his project for the semester, with his focus being aimed towards partner collaboration on campus.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/
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- **Met with Ambassador White, went over current findings. Looked into new schools with more similar data. Hoping to have a new idea in mind by end of Fall Break.**
 - **Collaborated with Ambassador Laughlan. Rewrote the library questions for the survey. Set up meeting with Chief of Staff Wise to finish the project.**
 - **Met with Director Maxwell to go over application systems. Discussed current bugs in the application and finalized the timeline for the opening and closing of applications.**
 - **Met with Ambassador Koch to discuss his project for the semester and which areas he would like to focus on. He will be working on collaborating with on-campus partners.**
 - **Met with Chief of Staff Wise for our weekly meeting. Discussed how to increase attendance in the 12th Ram and the timeline for me taking over the application.**
 - **Met with Vice President Wells to discuss potential campus wide project and next steps for the project.**
- Internal/Ambassador White
 - Ambassador Laughlan/Internal, Chief of Staff Wise/Internal
 - Director Maxwell/Internal
 - Ambassador Koch/Internal
 - Chief of Staff Wise/Internal
 - Vice President Wells/Internal
- Need to set up meeting with Mike Ellis, Jack and I to discuss the tradition he wants to start.
 - Forward questions to Institutional Research. Come up with survey restrictions
 - Finish taking over application from Director Maxwell
 - Start setting up meetings with Ambassador Koch to go talk to on-campus partners

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

As with all the work done, students always benefit. By working towards simplifying the process of the 12th Ram, adding new traditions, and finding new ways to grow attendance in the space. By having each ambassador focus on a specific project, we are ensuring that tangible actions are being taken by this department for the students. Vice President Wells and I have a big vision for this project, if it happens students will benefit immensely before finals week.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Always working towards the 12th Ram and finding little growth compared to what you were expecting can put a damper on your week.
- Organization is key to being successful. As is having a plan.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Have Ambassador Koch meet with two on-campus departments or groups to find out how University Affairs might be able to assist them.
- Meet with Ambassador Laughlan and Chief of Staff Wise to finish the library project and set up meeting with Dean Burns to present findings.
- Set up meeting with Mike Ellis, Ambassador White, and myself to discuss the tradition that Jack would like to create for the 12th Ram.
- Meet with Vice President Wells to discuss further steps for our projet.
- Meet with Kevin Sullivan to finish getting senators onto committees.