



2017-2018 SEMESTER REPORT

Date January 26, 2018

[Presidential] Report

<i>Prepared by</i>	[Michael Wells]
<i>Department</i>	[President's Office]
<i>Members</i>	Cole Wise, Vice President Eddie Kendall, Chief of Staff Baylee Lakey, Deputy Chief
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

PROGRAMS PUT ON

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> Began first weeks of classes and senate – this time was helped to get a solid schedule built out for the entirety of the semester Worked with Director Leonard on BSOF funding bill 	<ul style="list-style-type: none"> Pam Norris, LSC Interim Director Director Leonard (internal) Manager Siri (internal) Keith Lopez, Director OTP (external) 	<ul style="list-style-type: none"> 1/15-1/26

– this funding bill was to supplement the Board for Student Organization Funding’s budget by \$30,000 allowing for more student groups to apply for event funding. As more and more new orgs register the demand for BSOF funding has been higher than ever this year, currently 28 groups have been funded

- Spoke at new student convocation – this was for both transfer and new students
- Held ASCSU spring retreat on Jan. 20th – We conducted a CSU themed scavenger hunt and discussed ways to collaborate more in the spring.
- Reorganized and welcomed everyone back to the office
- Reviewed elections code with Elections Manager Siri
- Laid out expectations for semester with directors

GOALS AND INITIATIVES ACCOMPLISHED/WORKED ON

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Events like convocation and the spring retreat saw direct tangible benefits to students. I was able to hear and address concerns of incoming students and as well discuss how we can work to solve these issues. With the start of the semester we hope that the work done over break and in these early weeks will set us up for success moving forward this semester – with an organized ASCSU we can work on student engagement events as well as new collaborations for student achievement.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Change is always difficult, but we must persevere.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Begin planning for spring events
- Meet with directors and students to continue push for student feedback
- Outline accountability report



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

Vice President Report

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

EXECUTIVE SUMMARY

What a way to start the Spring semester! I have been busy trying to recruit SFRB members as we only had eight remaining after winter break. With the help of some great campus partners, we were able to recruit 10 additional SFRB members bringing the board to 18 strong! I have been working on getting these new members up-to-date on the information we learned in the Fall and preparing them for what is to come in the Spring. We had our annual Spring SFRB training and it went well. SFRB is ready to go for fee presentations!

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/
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Notes		
• Attended Executive Leadership meeting	• President Wells; Chief of Staff Kendall; Deputy Lakey; Kim Grubbs	• 1/22/18
• Met with SFRB Advisors to discuss Spring training agenda	• Pam Norris; Craig Chesson; Angie Nielsen	• 1/22/18
• Held SFRB Spring training for all voting members	• SFRB Members and advisors	• 1/22/18
• Met with new SFRB members to give them an update	• New SFRB Members	• Ongoing
• Attended weekly Cabinet Meeting	• Executive Cabinet Members	• 1/24/18
• Attended Senate meeting to ratify new SFRB Members and to be sworn in for LSAB	• ASCSU Membership	• 1/24/18

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students benefited from my work with the Student Fee Review Board as well as my work with the Legislative Strategy Advisory Board to lobby for legislation that will benefit the students of Colorado State.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- SFRB is a lot of work
- Recruiting members was difficult
- Balancing school and work is hard

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Hear Student Legal and RDS SFRB presentations
- Work on assigning SFRB Liaisons
- Meet with President Wells regarding initiatives
- Assist ASCSU members with initiatives



[Select Date]

2017-2018 WEEKLY REPORT

Week ending January 26, 2018

Chief of Staff Report

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

EXECUTIVE SUMMARY

This last week was a difficult but productive week. As I transition into my new role I continue to learn about the nuance to office culture in ASCSU and to grow in my professional capacities as a supervisor. Once we are done with logistics of getting things up to date I can devote more of my energy towards some of the specific policy objectives Michael and Cole have set for this semester.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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• Attended weekly Executive Leadership Meeting	• President Wells; Vice President Wise; Deputy Lakey	• 1/22/18
• Met with and transitioned to New ASCSU Clerk	• Lauren Bontempo	• 1/22/18
• Held weekly meeting with Governmental Affairs	• Director Taylor	• 1/22/18
• Held weekly meeting with Traditions and Programs	• Director Gertner	• 11/7/17
• Held weekly meeting with Adviser Norris	• Director Pam Norris, Deputy Lakey	• 1/22/18
• Held Cabinet, received feedback for changes	• Executive Staff	• 1/24/18
• Collab on BSOF funding bill	• President Wells, VP Wise	• 1/24/18
• Checked in w/ Controller	• Controller Steinhoff	• 1/21/18
• Attended weekly Senate Meeting	• Senate	• 1/24/18
• Checked in on BSOF	• Director Leonard	• 1/23/18

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

My duty is to work with Michael, Cole and Baylee to oversee the proper functioning of the executive cabinet so that they can serve the students. To do that we will have conversations, pass legislation, and set/enforce standards in this space which should result in a semi-professional space needed to efficiently serve students.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- People keep bugging Cole about executive tasks (made him an office sign, should help)

- Stressful week for ASCSU leadership members, I will need to think of how I can better support them in their roles and find stress relieving opportunities.
- Even though some of this week's events didn't turn out the way any of us wanted it to, it was valuable to include others in the decision making process.
- Should have included Sarah from SLiCE in the BSOF decision process, things moved quick but that is no excuse for the fact she felt left out. Will need to work on that.
- I learned how much I love our leadership team, they are extremely competent individuals under pressure and I will enjoy working with them.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Reconnect w/ Sarah on BSOF funding updates, need to check in on meeting from last week.
- Will keep eyes peeled from Kualii access and training.
- Will need to discuss cabinet format during executive leadership meeting.
- Find ways to support Isabel, Cole, and Brittany. Check in with Baylee and Michael on stress levels and tasks I might be helpful for.
- Set up Residence Hall Association and ASCSU collaboration mixer for February.
- Ask Michael and Cole about LSAB appointments and opportunity to include RHA President Ferguson to build better relations with hall communities.
- Need to check all expenses are paid, both BSOF and Controller book up to date.
- Hiring processes.
- Check in on Lindsey about food insecurity, how can I be doing more.
- Have FUN, love lots, and savor it.



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

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>	Michael Wells—President Cole Wise—Vice President Eddie Kendall—Chief of Staff Baylee Lakey—Deputy Chief of Staff
<i>Expenses in the Past Week</i>	N/A

EXECUTIVE SUMMARY

The first two weeks back have been busy ones. Chief of Staff Kendall and I worked hard to plan and execute the ASCSU Spring retreat, which took place on Jan. 20. The retreat goal was to have all three branches reconnect and build community. To meet this goal, we created an elaborate ASCSU amazing race, where teams worked together to complete challenges. In addition to the retreat, I met with all of my directors to have our first meeting back from winter break. Rocky Mountain Student Media Board of Directors also met for the first time of the spring semester. During this meeting, the board approved a letter to be sent to General Counsel regarding ASCSU's operations in relation to Sunshine Laws. Finally, I was ratified to sit on the new Legislative Strategy Advisory Board. I look forward to working with my fellow board members to discuss state and local policy measures.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> Planned Spring Retreat w/ Chief of Staff Kendall 	<ul style="list-style-type: none"> Chief of Staff Kendall 	<ul style="list-style-type: none"> All week
<ul style="list-style-type: none"> Attended Rev. Dr. Jamie Washington Speech 	<ul style="list-style-type: none"> Rev. Dr. Jamie Washington; ASCSU members 	<ul style="list-style-type: none"> 1/16/18
<ul style="list-style-type: none"> Meeting with Executive Leadership 	<ul style="list-style-type: none"> President Wells; Vice President Wise; Chief of Staff Kendall 	<ul style="list-style-type: none"> 1/16/18
<ul style="list-style-type: none"> Meeting with Pam Norris 	<ul style="list-style-type: none"> Pam Norris; CoS Kendall 	<ul style="list-style-type: none"> 1/17/18
<ul style="list-style-type: none"> ASCSU Cabinet 	<ul style="list-style-type: none"> Executive Body 	<ul style="list-style-type: none"> 1/17/18
<ul style="list-style-type: none"> RMSMC Board of Directors Meeting 	<ul style="list-style-type: none"> RMSMC Board Members 	<ul style="list-style-type: none"> 1/18/18
<ul style="list-style-type: none"> ASCSU Spring Retreat 	<ul style="list-style-type: none"> ASCSU Body 	<ul style="list-style-type: none"> 1/20/18
<ul style="list-style-type: none"> Weekly Leadership Meeting 	<ul style="list-style-type: none"> Kim Grubbs; President Wells; Vice President Wise; CoS Kendall 	<ul style="list-style-type: none"> 1/22/18
<ul style="list-style-type: none"> Weekly Meeting with Pam Norris 	<ul style="list-style-type: none"> Pam Norris; CoS Kendall 	<ul style="list-style-type: none"> 1/22/18
<ul style="list-style-type: none"> Meeting w/ Director of Environmental Affairs 	<ul style="list-style-type: none"> Director Royal 	<ul style="list-style-type: none"> 1/23/18
<ul style="list-style-type: none"> Meeting with Director of Health 	<ul style="list-style-type: none"> Director Durdic 	<ul style="list-style-type: none"> 1/23/18

• Meeting with Director of Graphic Design	• Director Aldern	• 1/24/18
• Meeting with Marketing Department	• Director Aldern; Director Merline	• 1/24/18
• Meeting with Director of Marketing Strategy	• Director Merline	• 1/24/18
• Meeting with Director of Diversity and Inclusion	• Director Tubbs	• 1/24/18
• Attended weekly Cabinet meeting	• Executive Body	• 1/24/18
• Attended ASCSU Senate Session	• ASCSU Body	• 1/24/18

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

I believe through Chief of Staff Kendall and I's work on the ASCSU spring retreat, students will benefit from the cross-branch relationships that were formed and strengthened. These relationships will hopefully lead to collaborations and initiatives that will ultimately benefit the students.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- We have more turn over in the executive cabinet right now. This has been one of the biggest challenges throughout the school year.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Find two executive members to join the Legislative Strategy Advisory Board
- Contact Pam Jackson about talking with ASCSU
- Write an article for the Collegian regarding SFRB
- Talk with Deputy Director Paricio to discuss potential articles for the Collegian



2017-2018 WEEKLY REPORT

Week ending January 19th, 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

I don't have much to say the first week of this report as I did not return till Wednesday. All I did that week was set up some meetings. This week I was much busier. I began putting together ramped up week and combining Ideas. I attended my two most important committees and got signed up for two more. I gave a presentation to senate about early course feedback. All in all, it has been a busy but exciting return to work and I have.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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|---|--|---------|
| <ul style="list-style-type: none"> • Had meeting with EAB
Gained valuable insight into SSC- Campus and its implication on campus. | <ul style="list-style-type: none"> • Dr. Denise-Halter | 1/22/18 |
| <ul style="list-style-type: none"> • Working to secure an ambassador. | <ul style="list-style-type: none"> • Dr. Hickey | |
| <ul style="list-style-type: none"> • Went to COTL Meeting <ul style="list-style-type: none"> ○ Discussed Online Course Surveys ○ Discussed Learning Analytics Principles ○ Discussed Planned leave changes | <ul style="list-style-type: none"> • Vice Provost Long • Vice President of Student Success Barone • Chief of Staff Eddie Kendall • Mr. Lish • Election Manager Siri | 1/22/18 |
| <ul style="list-style-type: none"> • Went to Pass Meeting <ul style="list-style-type: none"> ○ Discussed implementation of SSI ○ Discussed changes to Math Placement Exam | | 1/24/18 |
| <ul style="list-style-type: none"> • Met with Mr. Siri to discuss Ramped Up Week | | 1/24/18 |
| <ul style="list-style-type: none"> • Gave Presentation to Senate on Early Course Feedback. | | |
| <ul style="list-style-type: none"> • Attempting to set up a meeting with a Registrar Office to discuss the initiatives they are working on. | | |
| <ul style="list-style-type: none"> • Set up meeting with Kelly Long and Ryan Barone to | | |

**discuss Learning Analytic
student messaging.**

- **Invited to be on two more committees.**
- **Circulating Red Power Ranger Graphics and preparing to Volunteer for it.**
- **Attended Cabinet**
- **Had 1 on 1 meeting with Chief of Staff Kendall.**

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

I have been increasing vocal in committees making sure the student voice is being heard. I have been increasingly passionate about making sure every student hears about the issues that are affecting them.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Coming in halfway through the first week.
- Re building communication lines after the break.
- Not able to serve on LSAB because of a time commitment.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Go to committees
- Reach out to faculty to discuss what is new over the breaks
- Continue planning Ramped up week.
- Find out the results of the online course survey tests.
- Start preparing for Collegian article.
- Prepare for RHA presentation.
- Meet with Ryan Barone and Kelly Long.
- Report my findings from my senate presentation to Pass.



2017-2018 WEEKLY REPORT

Week ending: January 26th, 2017

Officer of Community Affairs Report

Prepared by **Director Hanna Johnson**

Department **State and Local Policy**

Members **Hanna Johnson- Director of Community Affairs
Anthony Taylor- Director of Governmental Affairs**

*Expenses in the Past
Week* **\$0**

EXECUTIVE SUMMARY

I'm very excited to begin the new semester. Looking at my goals, many of them are already in the works; Director Taylor and I have set up a regular meeting time, and we are working on the final details for LSAB before it begins to meet. LSAB members were ratified Wednesday, and we will begin to meet next Tuesday.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
• Occupancy Ordinance Study	• Senator Connor Cheadle	• 1/16; Discussed how the first Occupancy Study working group meeting went.
• LSAB	• Director Taylor; Speaker Brown	• 1/17; Discussed small change; next week the board members should be nominated and ratified
• City Plan presentation at senate	• Meaghan Overton (external); Speaker Brown (internal)	• 1/16 Set up a time for the Fort Collins city planners to speak with and get feedback from senate regarding the revamping of the City Plan
• Advising	• Jeannie Ortega (external)	• 1/16 Set up a time to regularly meet with Jeannie Ortega, my advisor.
• Recording Student Insecurities	• Deputy Director Paricio (internal)	• 1/16
• ASCSU Retreat	• All of ASCSU	• 1/20
• LSAB Judicial Meeting	• Director Taylor and Chief Justice Anderson	• 1/22
• Clark Envisioning Meeting	• Director Taylor, Dean Withers, Facilities Management, and	• 1/24

- **Dietetics Day at the Capitol Meeting**

various Liberal Arts stakeholders

- Director Taylor and Alicia Grove

- 1/25

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

- Working with the City for Occupancy Study methods to gain student perspective.
- Encouraging other ASCSU officials to engage with the City of Fort Collins through the Occupancy Study working group.
- Taking steps to create new LSAB board to promote better practices regarding lobbying.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Getting back into the swing of things after break can be difficult.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Last few LSAB nominations and revisions
- Reach out to RHA to see if they would like to have a discussion around the City Plan
- ATFAB communication; figure out time to meet with Aaron Fodge



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

Director Report

Prepared by	Victoria Tubbs
Department	Diversity & Inclusion
Members	Victoria Tubbs Rebecca Boniek
Expenses in the Past Week	\$200.00

EXECUTIVE SUMMARY

We are back! The semester is off to a good start with our retreat from the weekend, and the first couple meetings off the semester. Unfortunately, my class schedule runs into cabinet so I don't get to meet with everyone as much as I want to but that just means I will find some different routes of communication. In my first couple meetings of the semester I was able to roughly plan out my semester starting with a program for all of ASCSU and a survey in senate next week.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none">Planned a back to basics program for senate, "Because I said I would"Planned Survey for senate.	<ul style="list-style-type: none">ASCSU	<ul style="list-style-type: none">Since last semester was so complicated and got convoluted in our plans and goals I want to do this program to ground everyone for the semester.I want to give this position a connection to senate and I want to give senate a platform to voice any options they have surrounding the senate environment.

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

I am hoping to refocus everyone in ASCSU so we can solidify that we are serving students this semester.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Conflicting schedules.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Meet with ASCSU Michael, Cole & Eddie for Diversity Plans for the CDI.

- Present Program
- Complete survey.



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

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

Back to business as usual. The department of state and local policy is doing well as we hop into a new semester. I am looking forward to what this next semester brings.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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• Meeting with Community Affairs	• Director Johnson (I)	• 1/16/18
• Meeting with Supreme Court Justice	• Director Johnson (I), Chief Justice Rondello	• 1/16/18
• LSAB Write Up Bill	• Director Johnson (I)	• 1/18/18
• Cabinet	• Executive Leadership (I)	• 1/17/18
• Presentation at Senate	• Various members in attendance	• 1/17/18
• Meeting with Alicia about potential health Day at the Capitol	• Director Johnson (I), Members of the student body (E)	• 1/18/18
• Communication with ASCSU lobbyist	• Jenn Penn (I)	• 1/16/18
• Day at Capitol Planning Meeting	• Director Johnson, Straayer Center	• 1/17/18
• LADLC	• Various Members in attendance	• 1/16/18
• Impromptu Marketing Meeting	• Director Merline	

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

A significant portion of my time was spent planning Day at the Capitol this week. Having a successful event will not only give students the opportunity to learn about their state government but if done right I believe that the event will expose students to professional opportunities they may not have known about prior to the event.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- I was working on a schedule that was in flux for the past couple of weeks. This caused issues for me because having a schedule that constantly shifted made it much harder for me to manage my time. I now have a concrete schedule so I am feeling much better about my schedule in the upcoming weeks.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Continue Planning Day at the Capitol (Possible coordination with the governor's Mansion?)
- Re-integrate ambassadors
- Have a productive LSAB meeting



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

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

The week started with the spring retreat. We had expectations set for the semester. I started with getting updated from different departments of ASCSU regarding website and having those tasks done on priority. Also working with Director of Residence Hall Association Wes Taylor regarding Cyber Hygiene workshop to be held in February last week.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none">• Got Marketing Request from Director of Marketing regarding updating website	<ul style="list-style-type: none">• Director Kyrie(Internal)	1/19/2018

**with the post Ross Cunniff
Listening Session**

- **Meeting with Director of Governmental Affairs regarding development of Registration form for Day at Capitol event.**

- Director Anthony(Internal)

1/23/2018

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Building Registration form for events so that it gets easier for them to register and easily get information time to time.

Having Cyber Workshop for every student so that they can learn how to avoid cyber attacks.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Finding out places on website where updating and putting more information will help students. Learning while putting new thing into website.

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Working with Director Anthony with development of Registration form and publishing on website.
- Having collaboration with Residence Hall Association for the event Cyber Hygiene.



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

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
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

Lots of emails were sent this week. Just getting everything together for the upcoming semester with Forever Green, alumni center, Old Main Bell, Ramped up week, I-Ball.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
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|--|---|--|
| <ul style="list-style-type: none"> • Meeting with Deputy Director of Traditions and Programs • Unofficial meeting with Chief of Staff • Met with Senator Aubrey & Director Merline to discuss You @ CSU | <ul style="list-style-type: none"> • Met with Jessy to get on the same page for the semester • Went over ideas for Forever Green t-shirt designs • Ideas for the plaza that surround health and wellness | <ul style="list-style-type: none"> • N.A. • N.A. |
| | | <ul style="list-style-type: none"> • N.A. |

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Hopefully Forever Green shirts will be supported by the University which will unify students with the community.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Can't beat live music
- Work out of comfort zone
- Being sick sucks

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Study for Serve Safe exam
- Work more on 1870 dinner
- Meditate at least 10 minutes every morning



2017-2018 WEEKLY REPORT

Week ending [Select Date]

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 Jackson Aldern Director of Graphic Design
<i>Expenses in the Past Week</i>	Approximately \$40.00

EXECUTIVE SUMMARY

This week in the marketing department was extremely busy. We had people from all departments come to us for marketing materials and projects. We started off the week working on the You @ CSU stuff, worked on finalizing the tabling materials, discussed the environmental symposium, etc. The marketing department is working on being organized, proactive, and making sure that we cover all of our bases when it comes to our big projects. The biggest projects we are currently addressing are elections materials, the overall marketing plan, and the environmental symposium. We are also trying to plan in social media postings as well which we are working with our ambassadors on.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/Notes
<ul style="list-style-type: none"> • Swag Meeting • You @ CSU Update • Marketing Update • Marketing Team Meeting • Weekly Meeting with Deputy Chief of Staff • Ambassador Meeting • Food Pantry Meeting • You @ CSU Update • Elections Meeting • Environmental Symposium • You @ CSU Meeting with Health Center 	<ul style="list-style-type: none"> • Internal, Director Syron • Internal, Director Shubert • Internal, Director Aldern • Internal, Deputy Chief of Staff Lakey, Director Aldern • Internal, Deputy Chief of Staff Lakey • Internal, Ambassador Briena • Internal, Director Aldern, Deputy Director Paricio • Internal, Director Gertner, Senator Aubrey • Internal, Head of Election Siri • Internal, Director Aldern, Director Royal • Internal/External, Senator Aubrey, and Health Network Bradyn 	<ul style="list-style-type: none"> • 1/22/18 • 1/22/18 • 1/23/18 • 1/24/18 • 1/24/18 • 1/24/18 • 1/24/18 • 1/25/18 • 1/25/18

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students will benefit from our work by learning all the different opportunities that ASCSU has to offer through the various events being held. By marketing materials being readily available and out there for students to see, it will provide opportunities of involvement that they may not have otherwise known about. Also, specifically discussing elections, we as the marketing department is making sure that people know how to run, what it involves, and how to get out and vote. These all help the students be more involved in the work that ASCSU is doing.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- Planning meetings with multiple people at available times

- Planning ahead for the semester
- Creating an overall marketing campaign that everyone approves

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Work on reorganizing You @ CSU stuff
- Organize the projects
- Positive Vibes



2017-2018 WEEKLY REPORT
Week ending January 26, 2018

**Officer of Graduate Affairs
Report**

<i>Prepared by</i>	Satya Kalyan
<i>Department</i>	Office of the President
<i>Members</i>	President Michael Wells Vice President Cole Wise Chief of Staff Eddie Kendall Deputy Chief of Staff Baylee Lakey
<i>Expenses in the Past Week</i>	\$0.00

EXECUTIVE SUMMARY

The week has been slow mainly because of me not being present physically in the campus and not scheduling meetings. However, I have been in constant touch with

GSC and Lindsay and speeding up things regarding the survey I have been working on.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none">• Survey	<ul style="list-style-type: none">• Lindsay• Cole Wise	<ul style="list-style-type: none">• Close to completion
<ul style="list-style-type: none">• Meeting with Baylee	<ul style="list-style-type: none">• Baylee Lakey	<ul style="list-style-type: none">• Wednesdays (Skype meeting)

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

The “Graduate Experience Survey” will reach out to every student and will be a platform where they can express their opinions and ideas about their overall graduate experience. It is also shaping up pretty fast and is close to completion.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

- There was not much progress this week due to lack of physical presence

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Talk with Baylee about how this semester should be
- Be in constant touch with the GSC



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

Graphic Design Report

<i>Prepared by</i>	Jackson Aldern, Director of Graphic Design
<i>Department</i>	Marketing
<i>Members</i>	Jackson - Design Kyrie – Marketing
<i>Expenses in the Past Week</i>	\$0

EXECUTIVE SUMMARY

This week I got back into the groove! All regular meetings are back up and running, so I feel ready to get some killer designs done.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
Meetings	I met with Baylee, Kyrie, Maddy, and the whole cabinet	
Zero Waste Symposium	Got more info on this project, now it's time to start	

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

Students benefit from my work this week because I worked on a marketing campaign to spread awareness about the Zero Waste Symposium. And I got organized with my team so I feel good about going into these new projects.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

· The biggest challenge this week was actually getting my bike from the shop. The second biggest challenge this week was time, once again. I'm looking forward to having a couple hours in which I can just sit down and knock out my to-do list!

ACTION ITEMS AND GOALS FOR NEXT WEEK

- Be the Impact campaign
 - Put all the files in the drive
- Start Zero Waste Symp. poster



2017-2018 WEEKLY REPORT

Week ending January 26, 2018

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 few weeks post-winter break have been extremely productive! We spent a lot of time planning the Zero Waste Symposium, wrapping up zero waste athletics, and talking with student groups about the upcoming Earth Week events.

ACTIONS ACCOMPLISHED

Summary of Accomplishments	Other Participants/Stakeholders (Internal/External)	Date (if applicable)/ Notes
<ul style="list-style-type: none"> Met with Presidents Sustainability Committee to present our Zero Waste Statistics 	<ul style="list-style-type: none"> PSC 	<ul style="list-style-type: none"> 1/22

- | | | |
|--|---------------------------------|--------|
| • Met with LSC Event planning to finalize Zero Waste Symposium details | • Josephine Martinez | • 1/25 |
| • Recruited two ambassadors to assist us with Earth Week | | • 1/25 |
| • Held a meeting with the Coalition for Sustainable Student Organizations | • Led by Haley Dallas (Deputy) | • 1/23 |
| • Met with the Marketing department to finalize marketing materials for upcoming symposium | • Kyrie and Jackson (Marketing) | • 1/23 |

HOW DID STUDENTS BENEFIT FROM YOUR WORK?

This week, we involved student groups and ambassadors in our event planning. Through this involvement students will feel empowered to make sustainable change in the CSU community.

CHALLENGES/SETBACKS/LESSONS LEARNED THIS WEEK

ACTION ITEMS AND GOALS FOR NEXT WEEK

- The symposium and Earth week are both coming up quickly! We are learning that event planning takes a lot of time and coordination.
- Next week we will continue Zero Waste Symposium planning, meet with ambassadors again, and get the ball rolling with earth week planning.