

September 8, 2023

TO: Associated Students Board of Directors  
FR: Sandra M. Gallardo, Executive Director  
RE: September Report to the Board

### ADMINISTRATION

#### ▪ Board of Directors

- Assisted in planning a fully in-person ASI Board Retreat, back in the University Union. It was a great three days of connection and planning for the school year. Thank you to Gina Curry for leading the Board in strategic planning.
- Conducted individual orientation meetings for all Directors prior to attending the Board Retreat, August 11-13.
- I served on the search team for the Director of Natural Sciences and Mathematics.
- Met several times with ASI President and ASI Executive VP throughout the summer term.

- **Strategic Goals** - Reviewed ASI 2022 – 2023 Strategic Priorities Final Report; published on the ASI web site, <http://www.asi.csus.edu/about-us/strategic-plans/>

#### ▪ Department Highlights

##### ○ Business & Administration –

- **Climate Change/Fire Season.** FYI, as we enter fire season ASI closely monitors air quality. Because we have several outdoor programs (Aquatic Center, Peak Adventures, Challenge Center), we follow stricter air quality guidelines for program cancellation. All cancellations would be announced via social media channels and our website.
- **Full Time Staff Retreat.** Attended the ASI Full-Time Staff Meeting on August 23<sup>rd</sup> held at the Aquatic Center – provided opportunities to team-build (build and donated 5 bicycles to a non-profit), professional development (Change Management), as well as review the ASI budget. Reviews came back very positive. Thank you to our HR team for putting on a successful event.
- **Digital Waivers.** Now that we have implemented the PerfectMind point-of-sale system, we hope to digitalize all waivers to become more sustainable. We are working with our insurance (Alliant) and searching for an add-on tool to make it happen.
- **22-23 Audit Committee.** Attended the 22-23 Audit Committee on 9/8/23; Successful completion of annual organization-wide audit conducted by new auditing firm CLA; no findings reported; presentation to the Board will occur on September 13<sup>th</sup>

##### ○ Government –

- Excited to welcome Harbir Atwal as the new Associate Director for Student Government. This summer we interviewed several candidates for the role and are happy to welcome Harbir to the team. Harbir's welcome note is below.



- **Aquatic Center –**
  - Hosted a successful Second Annual “**Hornet Day at the Lake**” on August 26. The Aquatic Center provided round-trip transportation for Housing Students all day, and we had close to 700 students visit. It was a tremendous success.
  - Free Student Rental Days at the AC:
    - August 26
    - September 1
    - September 15
    - September 29
    - October 13
    - November 3
- **Student Engagement & Outreach –**
  - Planning for **ASI Week** is well underway – stay on the look-out for announcements and information for ASI Day on the Quad
  - **ASI Week Events**
    - Friday 9/15th: Free Rental Day (Aquatic Center)
    - Monday 9/18th: Free Groceries Pop Up (ASI Food Pantry)
    - Tuesday 9/19th: Bike Shop, Flat Fix Clinic (Peak Adventures)
    - Wednesday 9/20th: KSSU Speed Friending (KSSU Radio) & ASI Board of Directors Meeting (ASI Student Government)
    - Thursday 9/21st: BLOCK PARTYYY
    - Friday & Saturday 9/22-23rd: Yosemite Camping Trip (Peak Adventures)
  - **ASI BLOCK PARTY – Save the Date – SEPTEMBER 21, 2023**
  - SEO Food Pantry Provided Food Pantry provided continuous service throughout the entire year – including the summer term. New hours listed below
  - **Food Pantry Hours**
    - Monday – 11:30-3pm
    - Tuesday- 11:30-3pm
    - Wednesday- 11:30-6pm
    - Thursday- 11:30-3pm
    - Friday- 11:30-3pm
  - **Free Groceries Pop-Up dates – 10:30-1:30pm, Library Quad**
    - September 18th
    - October 9<sup>th</sup> and 23<sup>rd</sup>
    - November 6th

- December 4<sup>th</sup>

### **UNIVERSITY EVENTS and Meetings**

- Juneteenth Celebration, June 13<sup>th</sup>
- Attended Administrative Council, July 19<sup>th</sup>
- Breakfast with Interim VPSA, Jenni Murphy, August 2<sup>nd</sup>
- Attended President Wood's Fall Address, August 24<sup>th</sup>
- Campus Concerted Activities Committee, Weekly on Mondays at 11am
- Meet and Greet, Felicia (Facilities AVP), August 14<sup>th</sup>

### **COMMITTEE & TASK FORCE APPOINTMENTS**

- **AOA Meetings**
  - ASSUREC Directors – Meet monthly on Zoom
- **ASI Internal Committees & Task Forces**
  - Various interviews with Director of Finance Candidates throughout the summer
  - Management Work Team (MWT)- biweekly on Tuesdays 9:30-11:30am
  - Finance & Budget Committee – first meeting scheduled for September 20th
  - Executive Committee – scheduled following regular board meetings as time allows
- **University Committees & Task Forces**
  - Student Affairs Leadership Council Retreat, May 3<sup>rd</sup>
  - Student Affairs Division-Wide Meetings, August 16<sup>th</sup>
  - Student Affairs Managers meetings –August 22<sup>nd</sup>
  - Student Affairs Leadership Council (SALC)—Bi-Weekly Meetings
  - SALC Welcome Lunch, welcoming VPSA Aniesha Mitchell, August 30<sup>th</sup>
  - University Enterprises, Inc., Campus Grant Award Committee