

**To: ASI Board of Directors**

**From: Gabriela Bermudez**  
Director of Arts & Letters

**Subject: October Board Report**

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**General Information:**

Office Hours:

Tuesday 3:00 pm – 5:00 pm  
Thursday 3:00 pm – 5:00 pm  
\*or by appointment

Contact Information:

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**News:**

*Happy October!*

*I hope everyone is having a great semester, we are halfway there!*

*October has been a very productive month, I have met all the Department Chairs in the College of Arts and Letters, it was truly an honor getting to introduce myself and putting a face to each department in the College. Also, the Arts and Letters Student Success Center had a cutting ceremony on Oct. 2<sup>nd</sup> at 10:30AM and has officially been named “Students Achieving Greater Success” (S.A.G.E). Fun fact, Arts and Letters students got the opportunity to submit names for the success center through a survey. We had special guests attend President Nelson, Dr. Ed Mills, Provost Steve Perez who joined us in the cutting ceremony for S.A.G.E and pastries after.*

*In addition, the Arts and Letters Joint Council has been approved! I am meeting frequently with Associate Dean Melinda Wilson Ramey to continue further progress with the A&L Joint Council. Last but not least, on Oct. 21st the A&L joint Kick-off with the Undeclared Director has been completed and a success. We bought coffee, hot cocoa and cookies to the Library quad, enough for 250 students and we had no left overs!*

*Thank you to all the Board who helped Prob and myself promote our Kick-Off on Oct. 21*

*In the month ahead, the College of Arts & Letters has exciting events to come. Please consider attending and supporting our A&L faculty, staff and students. We have some very talented hornets who will be showcasing their incredible work!*

*Events:*

*The Department of Theater and Dance will be having a performance “She Kills Monster” on October 23 – November 3, By Qui Nguyen and Directed by Michelle Felten.*

*Campaign:*

*Sacramento State’s take a Seat Campaign, you can sponsor a seat for 500\$, and you get a plate that remains for the lifetime of the chair.*

*For more info visit, [Csus.edu/give/where-to-give/theatre-campaign.html](https://csus.edu/give/where-to-give/theatre-campaign.html)*

*Once again, my office hours are listed above, email me if you would like to set up a meeting.*

**Committee Updates:**

*The DOC Committee (University Committee)*

- *Meet every other Monday, Last meeting was held on 10/21/19*

*The Capitol Public Radio (University Committee)*

- *No Update*

*Student Academic Senate (Internal Committee)*

- *Meeting held for the month of October was canceled due to no updates, next one will be in November*

*Student Social Justice & Equity Committee (Internal Committee)*

- *Committee will be hosting “Different, Yet United : A panel on diversity & inclusivity in our community” event in November*

*Chair for The Well Audit Committee (University Committee)*

- *Committee Done*

**Strategic Priority Updates:**

*2.2.2 Advocate to have ASI info on my Sac State Channel – Waiting for IRT to give NSM, GRAD and I a meeting date and time.*

*2.2.3 Spotlight one ASI department each month – Project will begin to “Spotlight” in December*

*2.2.4 Advocate for ASI to utilize the screens around campus to advertise ASI events and departments (University Union, WELL, Lassen Hall) – It’s an application process and it’s fairly easy to navigate*

*2.4.1 Purchase board specific Hornet Gear for advocacy efforts – In the process of looking at different gear and cheaper options to present to Board, before October ends.*

*4.1.1 Promote Career/Academic focused campus programs – promotions of events and workshops have been completed over social media.*

*4.1.2 Assess the feasibility of an online platform compiling career/academic initiatives across campus partners - GRAD director taking initiative to set up meeting with IRT.*

*4.1.3 Investigate current strategies being used by departments to support career/academic success – Met with Dean to discuss career/academic success in college, board involved in this priority has met already.*

*4.2.2 Promote & Attend Diversity & Inclusion Events and Programs –students social justice & equity committee (SSJE) is planning a Diversity and Inclusion events per semester, involved in the committee and planning to attend both as well as promoting in to the rest of board.*

**Events/Calendar:**

*Proof of classroom/club presentations, meetings with deans/department chairs, ASI events, etc.*

9/24/19	9:30am-10:00am	Met with A&L department chairs	Introduced to the Department Chairs in the college of A&L
9/25/19	8:00am-9:00am	Classroom Presentation	ASI Presentation to FYE with Denise
9/25/19	2:00pm-5:00pm	Formal Board Meeting	Individual Board Pictures after formal meeting
09/26/19	11:00am-11:50am	Associate Dean Meeting	Met with Associate Dean about Arts and Letters Council.
09/26/19	4:00pm-5:00pm	Nuts and Bolts	Attended Nuts and Bolts for A&L council.
09/27/19	3:00pm-3:30pm	Bulletin Board	Bulletin Board is up to date
09/27/19	12:00pm-1:00pm	Student Academic Senate	Attended the Student Academic Senate committee for updates on the Faculty Senate.
09/30/19	3:00pm-4:00pm	SSJ&E Meeting	Met with Committee to plan next SSJ&E campus event
09/30/19	4:30pm-5:45pm	ASI Department Directors/Board Meet up	Attended casual gathering to meet the rest of the ASI team.
10/1/19	10:30am – 11:00pm	Classroom Presentation	Presented about ASI to Theater 21 class, with Noah V.
10/02/19	9:30am-11:00am	S.A.G.E Cutting Ceremony	Honor of sharing my experience at the S.A.G.E Ceremony with Deans and Associate Deans
10/02/19	2:00pm-5:00pm	Work Board Meeting	Board Meeting
10/04/19	4:30pm	A&L Joint Council	A&L Joint Council has been approved
10/04/19	3:00pm-3:30pm	SOAL Advisor, meeting	Met with Nikki Croly, SOAL Advisor for A&L Joint Council
10/07/19	11:00am-11:50am	Classroom Presentation	ASI Presentation to FYE class with Denise
10/07/19	2:30pm-5:00pm	DOC	DOC committee
10/07/19	11:00am-11:50am	Presentation	Classroom presentation on ASI with Denisse
10/07/19	2:30pm-4:30pm	DOC	DOC Committee

10/09/19	10:00am-10:30am	Meeting	Met with EVP about strategic priorities
10/09/19	2:00pm-5:00pm	Formal Board Meeting	Formal Board Meeting, group picture after
10/10/19	11:00am-12:00pm	FYE Meet the Majors	Met with other students who had questions about A&L Majors.
10/14/19	3:00pm-4:00pm	SSJE committee	SSJE committee discussed event coming up in November
10/15/19	4:00pm-4:30pm	Met with Sandra	One on one meeting , checkup and strategic priorities
10/15/19	2:00pm-5:00pm	Work Board Meeting	Working Board Meeting
10/21/19	9:30am – 12:30pm	Kick Off A&L, Undeclared	Reached our numbers at the Kick off
10/21/19	2:30pm-4:30pm	DOC	DOC Committee

Ending Note: Happy Halloween!



*If you have any questions or concerns, please do not hesitate to contact me by phone (916) 278-6784 or by email at [asialdirector@csus.edu](mailto:asialdirector@csus.edu).*