

December 4, 2020

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

ADMINISTRATION & DEPARTMENTS

- **Board of Directors**
 - ASI Scholarships awards were reported to Sac State Financial Aid Office
- **Department Highlights**
 - **Business & Administration** – I have been working with Mark and our HR team to finalize the minimum wage increases that will take effect on January 1, 2021. I will be meeting with all of the ASI Departments this week to roll out these increases.
 - **Children’s Center** – The Children’s Center continues to operate. The Center currently has 82 children enrolled. Last week we quickly worked to implement a Surveillance Testing program at the Children’s Center, which will begin on 12/4. Every week, 20% of the Center’s staff will be randomly chosen. Sacramento State’s Health and Counseling Center will be conducting the testing each week. That means, each week 14 of the Center’s 70 employees will have testing completed. We have consulted with our employment counsel and sent out the appropriate notices, pursuant to the CDC and OSHA.
 - **Student Engagement and Outreach** – I am proud to announce that this year SEO distributed over 300 Thanksgiving Food Baskets – including turkeys with many baskets. This is in comparison to the 160 distributed last year.
 - Specifically, the baskets distributed as follows:
 - 128 Sacramento-area Sac State students with a full Thanksgiving food basket, plus \$35 Target gift card to purchase a turkey
 - 68 Sacramento-area Sac State students with a full Thanksgiving food basket (who missed the original sign-up deadline)
 - 37 out-of-Sacramento region Sac State students with a \$75 Target gift card to purchase their basket goods at a local Target
 - 70 full Thanksgiving food baskets went to local Sacramento-area non-profits to distribute
 - The food pantry served 225 students in November. It is interesting to note that since the Food Pantry changed its hours to Monday/Friday – there is almost double the amount of students attending.
 - The last two Pop-Up pantries have had to be cancelled due to food being routed to southern California counties that are experiencing a greater COVID-impact. This past week and the next several weeks, the ASI Food Pantry will add more fresh produce and items to their distribution to help meet this need.

- **Peak Adventures-** Peak Adventures will close for the remainder of the semester.
- **Government Office-** the final tally is in – Sac State ended up in the #3 spot statewide Ballot Bowl run by the California Secretary of State.

UNIVERSITY & ASI EVENTS

Moving Beyond the Bias Train the Trainer Series, November 18th and 19th

COMMITTEE & TASK FORCE APPOINTMENTS

- **University Committees & Administrative Meetings**
 - President’s Administrative Council – November 4th
 - Student Affairs Leadership Council – November 9th,
 - Attended Children’s Center Parent Advisory Council meeting, December 7th
 - Student Social Justice and Equity Forum, November 9th

- **Bi-Weekly AOA – System wide Executive Directors Meeting,** November 20th, December 18th

- **ASI Internal Committees & Task Forces**
 - **Children’s Center Parents Advisory Council-** November 9th and December 7th
 - **Student Social Justice and Equity Council** – Bi-weekly
 - **Election Planning Group** – bi-weekly meetings
 - **Finance & Budget Committee** – Meetings are held every other Tuesday, 3:00 – 5:00pm
 - **Executive Committee** – Meetings are scheduled after regular board meetings, time permitting