

February 18, 2020

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

ADMINISTRATION & DEPARTMENTS

- **Department Highlights**
 - **Business & Administration –**
 - ASI department directors are in the process of drafting their 2020 – 2021 budgets; first draft budgets are due to Director of Finance & Admin, Mark Montalvo, by February 24, 2020.
 - Chancellor’s Audit has almost concluded – we are only waiting on closing out is the executed Aquatic Center agreement between State Parks and the Sac State campus. The agreement is in final legal review with State Parks and it is estimated to be ready in approximately 4-6 weeks.
 - We have hired the vendor “Payscale” to conduct a wage/salary analysis for our full-time and hard-to-fill positions. The goal is to include any wage increases in the 20-21 budget that will be presented to the Board of Directors.
 - We will begin review of the ASI benefits in the coming month with our broker, Gallagher.
 - **Government Department –**
 - I hosted a successful “How to Run for ASI Office” workshop on February 14th – with 14 students attending and learning how to de-mystify the campaign process, step by step. We created extra folders and welcome students to come and get more information!
 - **Children’s Center –**
 - The monthly Parent Advisory Committee Meetings held on the second Monday of the month at the Children’s Center. All are welcome to attend!
 - **Student Engagement and Outreach**
 - Due to budget constraints, CSUS Athletics has decided to not renew its MOU with KSSU starting next fiscal year. This MOU was for approximately \$28,000 and funded 5 student employees. KSSU has reworked its staffing and will move forward with 2 student employees positions, eliminating the work conducted for Athletics in broadcasting and DJing at football games.
 - These are the numbers for December from the food pantry – you can see a continued uptick in usage.

	DEC
18-19 Visits	397
19-20 Visits	518
% Increase from last year	30%
Distinct Users	369

- **Peak Adventures**
 - Peak has scheduled various sessions with diverse groups on campus to help diversify their offerings; this month they have met with both the PRIDE Center and the Centers for Diversity and Inclusion to learn more ways to reach diverse student populations on campus

UNIVERSITY & ASI EVENTS

- Hosted the ASI Leadership Retreat on January 9, 2020 at the Julia Morgan House
- Follow-up Strengthfinder Training on February 18, 2020 for ASI Leadership Team
- Attended AOA Conference, January 12-15th

COMMITTEE & TASK FORCE APPOINTMENTS

- **ASI Internal Committees & Task Forces**
 - **Student Social Justice and Equity Committee** – met on January 27th February 17th
 - **Election Planning Group** – meeting on a bi-weekly basis
 - **Parent Advisory Committee**--- meet monthly; last meeting on February 3rd and 10th
 - **Finance & Budget Committee** – Meetings are held every other Tuesday, 3:00 – 5:00pm
 - **Executive Committee** – Meetings are scheduled after regular board meetings, time permitting
- **University Committees**
 - **President's Administrative Council** – Next scheduled is this month