

November 5, 2021

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

### **ADMINISTRATION & DEPARTMENTS**

#### ▪ **Board of Directors**

- Watch out for calendar invites to have 1:1 check-ins with all student Board Directors to check-in on work, schedules and how administrators can offer more support as we wrap up your first semester on the Board.
- Will provide advisory support to ASI Memorial Scholarships Committee.

#### ▪ **Department Highlights**

##### ○ **Business & Administration –**

- ASI 2020– 2021 Annual Report will soon be published and will be found on the ASI website at <http://www.asi.csus.edu/annualreport>. A special thanks to Savannah Potter and Kit Baer for their work on the Report and department directors' highlights of their departments' accomplishments. It looks beautiful and I will share a copy with you when it returns from the printer.
- Full Time Minimum Wage Adjustments. In consultation with ASI Director of Finance & Administration, I have been assessing the financial impact of both the increase in California's minimum wage from \$14.00 per hour to \$15.00 per hour, effective January 1, 2022. We will be in compliance with mandated minimum hourly wage changes. I have been working on putting together the Full-Time employee minimum wage impact and ensuing compression.
- **SEO Food Pantry –** Food Pantry attendance is slowly increasing – at times doubling from week to week, as reach a new normal. In the month of October 2022, the Pantry had a total of 838 visits to the Pantry.
  - **Thanksgiving Food Basket –** SEO is currently fundraising for Thanksgiving Food Baskets, both for complete food baskets and monetary donations to mail out gift cards to students not living in the Sacramento region. Please consider donating to help ease the stress of the holiday season on our students.

All the following items are required for a complete basket:

- 4 Cans of vegetables (green beans, corn, mixed vegetables)
- 2 Cans of fruit (peaches, pineapple, cocktail mixed fruit)
- 2 Cans of cranberry sauce
- 2 Cans of gravy
- 2 Cans or cartons of chicken broth

- 2 Boxes of cornbread mix
- 2 Boxes of mac & cheese
- 1 Graham cracker pie crust
- 1 Box of mashed potatoes
- 1 Box of stuffing mix
- 1 Can of pie filling

- **Chancellor's Visit.** The Chancellor had a successful visit with ASI on November 3<sup>rd</sup>. Chancellor Castro was able to visit with several members of the Board, and Wil, Samantha and I got to visit with Mrs. Castro to discuss the food pantry and the Children's Center. I also attended the Open Forum held in the afternoon of his visit.
- **Children's Center.** The ASI Children's Center continues to be successful in providing childcare services to our students. We continue to operate at about half-capacity during these times, but we are looking to open two additional classrooms in the Spring semester to expand capacity a little bit more. There are approximately 100 children currently being served at the Center.
- **Aquatic Center.** Entering the slow season at the Aquatic Center with 1,059 rentals in October which includes 53 Sac State students.

### UNIVERSITY & ASI EVENTS

- Volunteered at the COVID Testing Clinic, November 1<sup>st</sup> (4 hours)
- Student Affairs Division Wide Meeting, October
- Student Affairs SALC meetings, Bi-Weekly
- Administrative Council, October 6th
- Complete Campus' Sexual Harassment Training
- Attended various Leading with Justice Presentations offered by the EDD Doctorate Program
- Latina Mentoring Coffee, monthly meetings
- Dia de los Muertos, Altar Exhibit, November 2<sup>nd</sup>

### COMMITTEE & TASK FORCE APPOINTMENTS

- **ASI Internal Committees & Task Forces**
  - **Social Justice and Equity Council**, Meetings are held every other Monday, 3:00 – 4:00pm
  - **Finance & Budget Committee** – Meetings are held every other Tuesday, 3:00 – 5:00pm
  - **Executive Committee** – Meetings are scheduled after regular board meetings, time permitting
  - **Children's Center Parent Advisory Committee**, Meetings are scheduled once a month
  - **ASI Day on the Quad**, October 7<sup>th</sup>
  - **Food Pantry Advisory Committee**, October 18<sup>th</sup>
- **University Committees**
  - University Enterprises, Inc. Campus Grant Program Award Committee – currently reviewing applications