

September 4, 2020

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

### ADMINISTRATION

- **Board of Directors**
  - Conducted individual orientation meetings for each director via ZOOM prior to the Board Retreat, August 7-9th
- **Department Highlights**
  - **Business & Administration –**
    - Mark and I held two “Ask Sandra and Mark” virtual open forums for ASI staff on May 11<sup>th</sup> and August 6<sup>th</sup> with the opportunity for employees to ask anonymous questions and have concerns addressed due to the COVID-19 closures. They were very well attended and helped ease concerns.
    - Reviewed ASI 2019 – 2020 Strategic Priorities Final Report; published on the ASI web site, <http://www.asi.csus.edu/about-us/strategic-plans/>
    - Successful completion of annual organization-wide audit conducted by K. Coe Isom; no findings reported; presentation to the Board scheduled for September 9<sup>th</sup>
    - Participated in the ASI Staff Meeting on August 26th
    - Participated in the ASI Part-Time Staff Orientation on August 27<sup>th</sup>
    - Many of our services had to shut down due to poor air quality in Sacramento County
    - Jermaine Moore, from the Mars Hills Group was hired to lead multiple sessions for the ASI Staff on launching its Anti-Racism efforts. The first 2-hour session was held during the ASI all staff meeting on August 26<sup>th</sup>. It was successful. The curriculum calendar will be released soon.
    - Last year, Payscale consultant was hired for a three-year contact to review ASI pay for equity reasons. The roll-out of the equity bumps will take effect on October 1<sup>st</sup>.
  - **Government –**
    - Board Associate Lisa Dalton has filled all support staff positions over the course of the summer – a brand new OGA staff – here are short bios on each:
      - **Lexie Tesch, Civic Engagement Coordinator**--She is a first year student who will be moving here from Berkeley. She has been involved in advocacy and student government work since she was in middle school. Most recently, she served as the ASB President at her high school. She has done voter registration drives both locally as well as traveling to other states as part of civic group. She has planned a number of events through her positions in student government as well as with community organizations. Her experience working directly with the Berkeley City Council will be valuable in supporting the work of the City Ambassadors.
      - **Kathryn Webb, CSSA Liaison** -- Kathryn is a transfer student who will be coming to Sac State from Moorpark College in southern California. She has interned on a couple of local campaigns in the southern California area and was part of the Sustainability

Committee on her community college campus. She worked with the committee to create a ten year plan for their campus, planned events and hosted a clothing swap for their students. Key areas that she sees as important to the Sac State community are accessibility to online resources and equipment in a virtual world. She also prioritizes students from low socio economic backgrounds or students who are returning to education after taking a break. Safety on campus and sustainability of the campus (one of the reasons she was drawn to Sac State) are also important to her.

- All ASI Board meetings will be held via ZOOM this fall term. We have successfully started the term.
- **Peak Adventures –**
  - Peak Adventures worked hard on a re-opening plan and submitted it campus for approval. They have been operating the Bike Shop and Gear Rentals on August 10, 2020. Please spread the word so that students are aware of these services.
  - Peak Adventures will also be operating virtual outdoor trips and classes – stay tuned and spread the word!
  - Peak Adventures has submitted an application to hold in-person, socially distanced bike classes – I will update you on any approvals.
- **Children’s Center –**
  - The ASI Children’s’ Center also worked hard on a re-opening in person plan, was approved and started operating in-person services on August 17<sup>th</sup>. They have slowly ramped up services starting with 20 children, to 51 children this week. The Center has six classrooms open, with a cap of 10 children per classroom (per public health guidance). The Center will look to slowly open four additional classrooms in the coming weeks to accommodate more children.
- **Aquatic Center –**
  - The State Parks – CSU Campus agreement is in final stages of review at State Parks. This is an agreement has been eight years in the making and would set in place the terms of the relationship through January 23, 2037.
  - The Aquatic Center also worked very hard to refashion services for COVID-19 operations and has been open for rentals through a reservation system since July 2020.
- **Student Engagement & Outreach –**
  - Provided Food Pantry service two days per week during the summer session – it never stopped operating during the campus closure:

Month	Number Served
April	248
May	144
June	93
July	125
August	103

### **UNIVERSITY EVENTS**

- Attended Administrative Council, August 12th
- Attended President Nelsen's Fall Address, September 3rd
- Participated in the Change Management Workshop Series in July/August through campus

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

- **ASI Internal Committees & Task Forces**
  - Election Planning Group – alternating Fridays, 2 – 3pm
  - Finance & Budget Committee – first meeting scheduled for September 24th
  - Student Marketing Committee
  - Student Social Justice and Equity Committee – bi-weekly
  - Executive Committee – scheduled following regular board meetings as time allows
  
- **University Committees & Task Forces**
  - Student Affairs Managers Meetings – monthly, as scheduled
  - Student Affairs Leadership Council (SALC)—Weekly Meetings
  - University Enterprises, Inc., Campus Grant Award Committee (tentative)