

September 9, 2022

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

### **ADMINISTRATION**

#### ▪ **Board of Directors**

- Assisted in planning a fully in-person ASI Board Retreat, returning to the Jesuit Center in Applegate, CA. It was a great three days of connection and planning for the school year. Thank you to Gina Curry for leading the Board in strategic planning.
- Conducted individual orientation meetings for all Directors prior to attending the Board Retreat, August 12-14
- Met several times with ASI President, Salma Pacheco

#### ▪ **AOA Executive Committee**, Attended August 19, Sacramento, CA

- I continue to serve on the Auxiliary Organizations Association Executive Board
- This year, I was invited to Chair the AOA Scholarship of Excellence – I invite the Board to help promote this scholarship, which is a \$5,000 for any CSU student who has served an auxiliary organization.
  - <https://csuaoa.org/aoa-scholarship-of-excellence/>

#### ▪ **Strategic Goals** - Reviewed ASI 2021 – 2022 Strategic Priorities Final Report; published on the ASI web site, <http://www.asi.csus.edu/about-us/strategic-plans/>

#### ▪ **University Service**

- This summer I was part of the Interview Day for the Dean of Student, I attended lunch with three of the four candidates. Congratulations to Bill Hebert!

#### ▪ **Department Highlights**

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

- Air quality continues to be a concern that we monitor. Because we have several outdoor programs (Aquatic Center, Peak Adventures, Challenge Center), we follow stricter air quality guidelines for program cancellation. We always notify social media channels of closures – since closures are often called first thing in the morning or mid-day.
- Planned and exceeded a successful in-person all ASI Full-Time Staff Meeting on August 24th held at the Aquatic Center – provided opportunities to team-build (an escape room trip!), professional development (Strengthfinders training provided by campus), hear from VPSA Ed Mills as well as review the ASI budget. Reviews came back very positive. Thank you to our HR team for putting on a successful event.
- Continue to track the implementation of ASI's new POS-system, PerfectMind. This new system, which went to RFP last year will help our point-of-sale programs have a more streamlined and user-friendly interface. We also hope to digitalize all waivers to become more sustainable. The new target date for implementation is November 2022.

- Continue to work with the Business Office to ensure the final transfer of all of our banking services to Five Star Bank, our new banking partner. The change in banking providers will lead to at least \$18,000/year in savings due to reduced/no-cost fees.
  - ASI will continue working with Payscale consultant to review ASI pay for equity reasons and ensure minimum wage increases will go into effect on January 1, 2023. The new minimum wage on January 1, 2023 is set to be \$15.50/hour.
  - Successful completion of annual organization-wide audit conducted by K. Coe Isom; no findings reported; presentation to the Board occurred on September 14th
- **Government –**
  - Thank you to Lisa Dalton for helping execute our first return to in-person Board meetings this last week. I am excited to be gather together in person.
  - Board Associate Lisa Dalton and Eveli Rocha have filled all support staff positions over the course of the summer – a brand new OGA staff and the Elections Officer – here are short bios on each:
    - **CSSA Liaison - Miguel Guerrero.** Miguel will be joining us here in the ASI Government office, regularly attending board meetings and attend the Board Retreat next weekend. Miguel is an undergraduate student at Sac State in the college of Social Sciences & Interdisciplinary Studies. While attending Sacramento City Community College he was the President of the Student Senate and served as a student assistant in the Student Equity and Success department. Issues that are important to him include equity and diversity on campuses and advocating on student issues on behalf of California students due to our proximity to the State Capitol. Miguel can be reached at the positional email [asicssarep@csus.edu](mailto:asicssarep@csus.edu).
    - **ASI Elections Officer - Jesus Contreras** Jesus will be joining us here in the ASI Government office serving on the Election Planning Group and doing the outreach and logistics for the ASI Elections next spring. Jesus is an incoming transfer student at Sac State in the college of Social Sciences & Interdisciplinary Studies. While attending Reedley College he was the Executive Vice President of the Associated Students and served as a student assistant in the Student Activities department. Through his work and engagement, it was clear that getting involved and part of the campus is important for student success. Jesus can be reached at the positional email [asi-ogeo@csus.edu](mailto:asi-ogeo@csus.edu)
- **Peak Adventures –**
  - This past summer we conducted a national search for the Director of Peak Adventures position. I am happy to share that Valerie Regner has been promoted to the Director position. She has been an ASI employee for over 20 years, starting as a student. Please join me in congratulating her.
  - Has a full schedule in place for Challenge Center bookings during the fall semester, including a good number of FYE and Learning Communities classes.

- Check out our bike shop – lots of bike for sale at reduced prices for students. The e-bikes are flying off the shelves – a reminder that Sac State students receive a \$500 discount on the purchase!
- Several Outdoor Trips are underway – make sure to pick up a trip flyer –
  - 9/2- Free Downtown Bike Ride – Coffee
  - 9/10- Stand up Paddle Board: Tahoe
  - 9/10-Class: Bike Maintenance
  - 9/11- Point Reyes Day Hike
  - 9/16- Free Yoga Day Hike
  - 9/17- Intro to Outdoor Climbing
  - 9/18- San Francisco Bike Ride
  - 9/24-9/25- Tahoe Camping
  - 9/30- Stand-Up Paddle Board: American River
- **Children’s Center –**
  - **58** new children from **51** new families have been enrolled for fall semester; **94** families with **110** children are participating in the Child Care Subsidy program. A total of **153** children are being served at this children center this fall.
  - **Diaper Distribution!** Get up to 50 diapers per month for free. Diapers are available in sizes three, four, and five. This program is open to everyone in Sacramento County with young children. This program is brought to you by the ASI Children’s Center and Sacramento Food Bank & Family Services. Interested? Stop by the center’s front desk and ask for assistance.
- **Aquatic Center –**
  - Hosted a successful First Annual “Hornet Day at the Lake” on August 27<sup>th</sup>. The Aquatic Center provided round-trip transportation for Housing Students all day, and we had close to 700 students visit. It was a tremendous success.
  - As an FYI, there have been a few of dates the Aquatic Center has closed early either due to unprecedented heat or unhealthy air conditions. If the air quality is above 150 AQI, we proceed with cancelling rental reservations and classes.
- **Student Engagement & Outreach –**
  - Planning for ASI Week is well underway – stay on the look-out for announcements and information for ASI Day on the Quad
  - SEO Food Pantry Provided Food Pantry provided continuous service throughout the entire year – including the summer term. New hours listed below
  - **Food Pantry Hours**
    - Monday – 12-3pm
    - Tuesday- 10-2pm
    - Wednesday- 1-5pm
    - Thursday- 12-3pm

- Friday- 10-2pm
  - Closed 9/5, 11/11, 11/24-25
- **Free Groceries Pop-Up dates** – 10:30-1:30pm, Library Quad
  - September 12<sup>th</sup>, 26<sup>th</sup>
  - October 10<sup>th</sup>, 24<sup>th</sup>
  - November 7<sup>th</sup>, 21<sup>st</sup>
  - December 5<sup>th</sup>

### **UNIVERSITY EVENTS**

- Latina Mentoring Network Retreat, July 26<sup>th</sup>
- Attended Administrative Council, August 8<sup>th</sup>, September 9<sup>th</sup>
- President' COVID Meetings – Various, as scheduled
- Attended President Nelsen's Fall Address, August 25<sup>th</sup>

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

- **AOA Meetings**
  - Executive Committee, Meet quarterly, August 19<sup>th</sup>
  - ASSUREC Directors – Meet monthly on Zoom
- **ASI Internal Committees & Task Forces**
  - Management Work Team (MWT)- biweekly on Tuesdays 9:30-11:30am
  - Finance & Budget Committee – first meeting scheduled for September 20<sup>th</sup>
  - Student Social Justice and Equity Committee – meets bi-weekly
  - Executive Committee – scheduled following regular board meetings as time allows
- **University Committees & Task Forces**
  - Student Affairs Leadership Council Retreat, August 15<sup>th</sup> (all day)
  - Student Affairs Division-Wide Meetings, August 18<sup>th</sup>
  - Student Affairs Managers meetings –August 16<sup>th</sup>
  - Logic Model Training, August 17<sup>th</sup>
  - Student Affairs Leadership Council (SALC)—Bi-Weekly Meetings
  - University Enterprises, Inc., Campus Grant Award Committee