

Armando J. Perez
Director of Undeclared Students

To: ASI Board of Directors

From: Armando J. Perez
Director of Undeclared Students

Subject: March 2025 Board Report

General Information

Office Hours: Wednesdays 9am-1pm

Contact Information:

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A Special Note to Our Hornets

Hello Hornets! Hope you are having a great Spring Semester thus far. Midterm season is here and I wish you good luck with all of your exams and any other big assignments you have coming up! Make sure you prioritize your mental health and yourself first; academics are essential but your well-being is more. If you need any guidance, advice or someone to talk to, please feel free to reach out to myself or the Board of Directors. Stay focused and motivated, Stingers Up!

Internal Committee Updates

Lobby Corps:

February 13th:

Not in attendance.

February 27th:

Mayor McCarty as a Guest Speaker. Discussed about his history and journey up into as Mayor of Sacramento. Pizza was provided and students provided questions to McCarty.

City Ambassadors:

February 12th:

Appointed a Vice Chair. Excused myself after due to previous scheduled meeting.

University Committee Updates:

Student Fee Advisory Committee 💰:

-

Instructionally Related Activities Committee (IRA) 📖:

Meeting was held on February 28th. Discussion was around the application and the barriers it may have on those who apply. Approved changes to make the application shorter and more concise; improvement was necessary especially with the current budget cuts. Changes were made to the rubric to match the application that was changed.

Curriculum Policies Committee 📄:

No meeting yet for the Spring Semester.

Commencement Committee 🎓:

Spring 2025 Schedule:

DAY 1 Friday, May 16, 2025		
TIME	ACTIVITY	ESTIMATED ELIGIBLE GRADS <small>(max grads: 1,702)</small>
7:00 AM - 8:30 AM	Graduate Check In & Guest Doors Open (1.5 hour)	
8:30 AM - 10:30 AM	College of Arts & Letters	978
10:30 AM - Noon	BREAK/TURNOVER (1.5 hours)	
Noon - 1:30 PM	Graduate Check In & Guest Doors Open (1.5 hour)	
1:30 PM - 3:30 PM	College of Business	864
3:30 PM - 5:00 PM	BREAK/TURNOVER (1.5 hours)	
5:00 PM - 6:30 PM	Graduate Check In & Guest Doors Open (1.5 hour)	
6:30 PM - 9:00 PM	College of Engineering & Computer Science (699) -AND- College of Natural Sciences & Mathematics (407)	1106
DAY 2 Saturday, May 17, 2025		
TIME	ACTIVITY	ESTIMATED ELIGIBLE GRADS <small>(max grads: 1,702)</small>
6:30 AM - 8:00 AM	Graduate Check In & Guest Doors Open (1.5 hour)	
8:00 AM - 10:30 AM	College of Health & Human Services	1690
10:30 AM - Noon	BREAK/TURNOVER (1.5 hours)	
Noon - 1:30 PM	Graduate Check In & Guest Doors Open (1.5 hour)	
1:30 PM - 4:00 PM	College of Social Sciences & Interdisciplinary Studies	1441
4:00 PM - 5:30 PM	BREAK/TURNOVER (1.5 hours)	
5:30 PM - 7:00 PM	Graduate Check In & Guest Doors Open (1.5 hour)	
7:00 PM - 9:00 PM	College of Education	899
		6978

Winter 2024 Data:

- 65% of eligible graduates RSVP'd to Winter Commencement
 - 62% in attendance from the RSVP
- 23,583 guest tickets were claimed
 - 42% of available tickets for guests
 - Many guest tickets were unclaimed

Spring 2025 Summary:

- Approx. 6,978 graduates
 - Spring and Summer 2025 graduates
 - Will be monitoring students who “are set to graduate” in Fall 2025
- **7 GUEST TICKETS** for each graduate
- **GENERAL REGISTRATION is now OPEN!**
 - March 3rd at 9am – **April 24th at NOON**
 - *Late Registration is set to open from May 2nd – May 17th*
 - *Check in is now required at GIC when you arrive*
 - *Grad card will not be pre-printed for you*
 - *Your name will not be pre-recorded, will be read aloud during the ceremony*
- *“Spring 2025 Commencement ceremonies are only for Spring 2025 and Summer 2025 graduates. If a graduate registers and claims guest tickets for Spring 2025 Commencement but later updates their expected graduation term to any term other than Spring or Summer 2025, their ceremony registration will be canceled, and their guest tickets will be invalidated. We are unable to accommodate any requests from Fall and Winter graduates to participate early or late in the Spring ceremonies.”*
 - Graduates will be notified VIA email, or FAQ page on Commencement Website
 - Will be put on tickets as well ^^
 - The reasoning is due to graduates taking advantage of this loophole which ultimately affects the ceremony schedule and guest ticket allotment

Approved Recommendations & Feedback (by the President):

- **Recommendation #1: Ticketing Deadline/Extra Tickets**
- The Commencement Office will assess the possibility of issuing extra tickets a few weeks before Commencement and will announce any updates at the appropriate time. Please note that if extra tickets are made available, the allocation may vary by ceremony, and in some cases, additional tickets may not be offered for all ceremonies.
 - Arts & Letters: 13 guest tickets
 - Business: 14 guest tickets

- ECS & NSM: 11 guest tickets
- HHS: 7 guest tickets
- SSIS: 8 guest tickets
- EDU: 14 guest tickets
 - Concerns were mentioned about unfairness between the colleges based on ticket allotment, majority of committee approved this recommendation stating it would be *unfair* for those guest tickets to not be used.

● **Recommendation #2: Continue with Halftime Show?**

- The Commencement Office will work with the Grad Jam MCs and KSSU to create a 2-minute remix for the G1C AV team to play during the halftime show of each ceremony. The same remix will be played at every halftime show.

● **Recommendation #3: Streamer Cannons**

- The Commencement Office will find the most cost-effective vendor to provide streamer cannons for each ceremony, set to go off during the turning of the tassels.
 - Winter 2024: \$8,320 (for 3 ceremonies)
 - Spring 2025: \$16,000 (estimated)

● **Recommendation #4: Contingency Plans**

- President Wood supports schedule Option 2 of the Hornet Stadium contingency plan. The Event Center will only be considered if Hornet Stadium is unavailable.

NBA Western Conference Standings: Sacramento Kings

2020-21 Season	2021-22 Season	2022-23 Season																																																																																																																																																						
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- 2023-24 Season: Placed in 9th
 - Currently, Kings are in the 8th place. Committee will be providing updates if anything does change with the placements; once Kings have either won or lost.
- **Option 2: Hornet Stadium:**

OPTION 2

FRIDAY, MAY 16, 2025		
TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 2300+)</i>
7:00 AM - 8:30 AM	Guest & Graduate Doors Open (1.5 hours)	
8:30 AM - 11:00 AM	College of Business (845) -AND- College of Engineering & Computer Science (682)	1527
11:00 AM - 5:00 PM	6 hour turn-over	
5:00 PM - 6:30 PM	Guest & Graduate Doors Open (1.5 hours)	
6:30 PM - 9:00 PM	College of Social Sciences & Interdisciplinary Studies	1441
SATURDAY, MAY 17, 2025		
TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 2300+)</i>
7:00 AM - 8:30 AM	Guest & Graduate Doors Open (1.5 hours)	
8:30 AM - 11:00 AM	College of Health & Human Services	1675
11:00 AM - 5:00 PM	6 hour turn-over	
5:00 PM - 6:30 PM	Guest & Graduate Doors Open (1.5 hours)	
6:30 PM - 8:30 PM *	College of Arts & Letters	967
SUNDAY, MAY 18, 2025		
TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 2300+)</i>
8:00 AM - 9:30 AM	Guest & Graduate Doors Open (1.5 hours)	
9:30 AM - 11:30 AM *	College of Natural Sciences & Mathematics (407) -AND- College of Education (899)	1306

- **Option 3: The WELL's Event Center**

Plan C: Event Center

FRIDAY, MAY 16, 2025				SUNDAY, MAY 18, 2025			
TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 800)</i>	MAX GUEST TICKETS <i>(2,126)</i>	TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 800)</i>	MAX GUEST TICKETS <i>(2,126)</i>
6:30 AM - 8:30 AM	Guest & Graduate Doors Open (1.5 hours)			6:30 AM - 8:00 AM	Guest & Graduate Doors Open (1.5 hours)		
8:00 AM - 9:30 AM	College of Arts & Letters (A) <i>Art (70), Design (139), History (98), Humanities & Religious Studies (13), Music (47), Philosophy (15), Theatre & Dance (26), World Lang. & Literature (20)</i>	432	5	8:00 AM - 9:30 AM	College of Education	555	4
9:30 AM - 10:30 AM	- 1 hr BREAK -			9:30 AM - 10:30 AM	- 1 hr BREAK -		
10:30 AM - Noon	Guest & Graduate Doors Open (1.5 hours)			10:30 AM - Noon	Guest & Graduate Doors Open (1.5 hours)		
Noon - 1:30 PM	College of Arts & Letters (B) <i>Communication Studies (236), English (96)</i>	455	5	Noon - 1:30 PM	College of Social Sciences & Interdisciplinary Studies (A) <i>Psychology (449)</i>	449	5
1:30 PM - 2:30 PM	- 1 hr BREAK -			1:30 PM - 2:30 PM	- 1 hr BREAK -		
2:30 PM - 4:00 PM	Guest & Graduate Doors Open (1.5 hours)			2:30 PM - 4:00 PM	Guest & Graduate Doors Open (1.5 hours)		
4:00 PM - 5:30 PM	College of Business (A) <i>MBAs (40), Finance Investment & Real Estate (15), Management & Org. (96), Strategy & Entrepreneurship (197)</i>	462	5	4:00 PM - 5:30 PM	College of Social Sciences & Interdisciplinary Studies (B) <i>Anthropology (15), Asian Studies (9), Environmental Studies (50), Ethnic Studies (30), FACS (57), Gerontology (8), Nutrition Food & Dietetics (47), Sociology (202), Women's & Gender Studies (23)</i>	459	5
5:30 PM - 6:30 PM	- 1 hr BREAK -			5:30 PM - 6:30 PM	- 1 hr BREAK -		
6:30 PM - 8:00 PM	Graduate Check In & Guest Doors Open (1.5 hour)			6:30 PM - 8:00 PM	Graduate Check In & Guest Doors Open (1.5 hour)		
8:00 PM - 9:30 PM	College of Business (B) <i>Accountancy (144), Information Systems & Business Analytics (11), Marketing & Supply Chain Mgmt. (126)</i>	426	5	8:00 PM - 9:30 PM	College of Social Sciences & Interdisciplinary Studies (C) <i>Economics (96), Liberal Studies (101), Political Science (155), Public Policy & Admin. (22), Social Science (18)</i>	392	5
SATURDAY, MAY 17, 2025				MONDAY, MAY 19, 2025			
TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 800)</i>	MAX GUEST TICKETS <i>(2,126)</i>	TIME	ACTIVITY	ELIGIBLE GRADS <i>(max grads: 800)</i>	MAX GUEST TICKETS <i>(2,126)</i>
6:30 AM - 8:30 AM	Guest & Graduate Doors Open (1.5 hours)			7:30 AM - 9:00 AM	Guest & Graduate Doors Open (1.5 hours)		
8:00 AM - 9:30 AM	College of Health & Human Services (A) <i>Criminal Justice (177)</i>	377	6	9:00 AM - 10:30 AM	College of Natural Sciences & Mathematics	393	5
9:30 AM - 10:30 AM	- 1 hr BREAK -			10:30 AM - 11:30 AM	- 1 hr BREAK -		
10:30 AM - Noon	Guest & Graduate Doors Open (1.5 hours)			11:30 AM - 1:00 PM	Guest & Graduate Doors Open (1.5 hours)		
Noon - 1:30 PM	College of Health & Human Services (B) <i>Health Science (186)</i>	486	4	1:00 PM - 2:30 PM	College of Engineering & Computer Science (A) <i>Computer Science (100), Computer Engineering (13)</i>	335	6
1:30 PM - 2:30 PM	- 1 hr BREAK -			2:30 PM - 3:30 PM	- 1 hr BREAK -		
2:30 PM - 4:00 PM	Guest & Graduate Doors Open (1.5 hours)			3:30 PM - 5:00 PM	Guest & Graduate Doors Open (1.5 hours)		
4:00 PM - 5:30 PM	College of Health & Human Services (C) <i>Communication Studies (100), Social Work (248)</i>	467	5	5:00 PM - 6:30 PM	College of Engineering & Computer Science (B) <i>Civil Engineering (11), Construction Mgmt. (66), Electrical & Electronic Engineering (66), Mechanical Engineering (100)</i>	343	6
5:30 PM - 6:30 PM	- 1 hr BREAK -						
6:30 PM - 8:00 PM	Graduate Check In & Guest Doors Open (1.5 hour)						
8:00 PM - 9:30 PM	College of Health & Human Services (D) <i>Kinesiology (174), Physical Therapy (124), Public Health (107), BSW (152)</i>	408	5				

Strategic Priority Updates

Director-Specific: 4

1.1.2: Engage in letters of support

- Created a Teams Group chat to start creating resolutions with our Leg. Affairs Coordinator!

1.4.1: Meet with Orientation Department and IPGE to provide feedback.

- Group (A&L/HHS/NSM/UND) split with the other half of our strategic group, our role was to meet with IPGE; unable to meet with them because of change in leadership and scheduling conflict

1.4.2: Advocate for the inclusion of resources during the orientation process.

- Have set meetings in place with IPGE staff.

2.1.1: Meet with Planning Committee to provide feedback

- Met altogether (PRES/EVP/VPF/VPUA/HHS/UND/GRAD) to discuss ideas for the Basic Needs Center. Met with university leadership to discuss more ideas.

2.1.2: Attend the Grand Opening

- *Moved to Spring Semester, finalizing date.*

2.2.1: Collaborate on at least one Wellness Initiative

- Unable to attend the meeting, discussed with the group of my ideas via email instead.

2.2.2: Partner with The WELL on at least one nutrition event

- Group met with Jennifer Campbell to arrange a possible Cooking Event with the Board.

2.2.3: Promote the Peer Health Educator Programs

- Attended and promoted the Peer Health Educator programs, Coffee with Commuters.

ALL BOARD:

1.1.1: Actively engage in voter registration efforts

- Promoted the Voter Education & Engagement Event on Sept. 19th on my positional account.

1.3.2: Promote ASI Financial Resources

- Promoted ASI scholarships and VPF event with clubs to discuss financial opportunities.

1.3.3: Promote Sac State Financial Wellness

- Pending.

2.1.3: Promote the Basic Needs Center

- No information has been given yet of the center.

3.1.2: Promote with Alumni Center networking events/programs

- Pending.

3.3.1: Determine Experiential Education opportunities in the college and report back to the board

- Sent a report to the VPAA regarding opportunities and resources that the Office of Undergraduate studies either offers or promotes throughout the university.

Office Hours

Responded to emails, met with some students in collaboration with other BOD. Updated my Instagram, posted my Office Hours and establishing the UND Joint Council! Trying to recruit students for that!

Meetings, Events, & Presentations

February:

03 – Discovery College Meeting

05 – Meeting with Staff & Gabriel (Parking & Carpool Permits Discussion)

05 – Board Meeting

06 – DisCo Meeting for ASI Resolution

07 – Commencement Committee

12 – City Ambassadors

12 – Working Board Meeting

12 – BOD Campaign Meeting with SEO Kayla

18 – DisCo Belonging SubGroup Meeting

19 – Pizza and Puzzles w/ the Board

19 – Board Meeting

21 – IRA Meeting

Armando J. Perez
Director of Undeclared Students

26 – 1:1 with Hoan
26 – Belonging Ambassadors with ASI/Inclusive Excellence
26 – Working Board Meeting

27 – Lobby Corps

28 – SFAC Proposal Review

March:

3 – GE Symposium
3 – Armstead Signing Event

5 – Discovery College Meeting
5 – Board Meeting