

**To:** ASI Board of Directors

**From:** Robert Moon  
Director of Graduate Studies

**Subject:** September 2020 Board Report

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### **General Information**

**Office Hours:**

Thursday: 9:00am – 11:00am & 2:00pm – 4:00pm (and by appointment)  
Zoom <https://csus.zoom.us/j/6013077738>

**Contact Information:**

Email: asigraddirector@csus.edu  
Instagram: @SacStateASIGrad

### **Message to the Hornet Family**

I am very excited to serve as the ASI Director of Graduate Studies this semester and while I wish that I could be on campus interacting with all of the students, we have to do what we have to do. This is my first semester being involved with ASI and I still have a lot to learn. I know that there is the opportunity for great things this year and I hope to do my best as your graduate representative for Sacramento State.

This semester I hope to make a difference on campus and hope that I can do my part to ensure your success as a graduate student. I'm still a new graduate student myself, this is only my second semester in the communication studies graduate program and I'm honestly still getting used to being a graduate student so some growing pains are to be expected. Nevertheless, I will do what I can to best serve our community as the Director of Graduate Studies.

Looking forward to an exciting year,  
Robert Moon

### **Internal Committee Updates**

*Student Academic Senate*

Appointed during the 7/8/20 Special Board Meeting

*State Hornet Publications Board*

Appointed during the 7/8/20 Special Board Meeting

Attended 8/31/20 meeting

### **University Committee Updates**

N/A

### **Strategic Priority Updates**

- Met with all ASI Directors to prepare them for the Strategic Priority session during the Board Retreat.
- Met with ASI Board on revisions for the priorities during the 9/2/20 meeting.
- Met with ASI Board on revisions for the priorities during the 9/9/20 meeting.

### **Current Project Updates**

*I am ASI! Radio Show and Podcast*

Met with EVP to work as co-host/DJ.

### **Office Hours**

*List activities that took place during your office hours, below.*

Office Hours were not held

### **Meetings, Events, & Presentations**

*List the events, presentations, and meetings you attended, below.*

#### **ASI Meetings**

May 2020

7 Met with former Grad director Gabriella Santiago

June 2020

3 Touch base - EVP

9 GRAD Orientation - Lisa

10 GRAD Orientation (cont.) - Sandra

11 GRAD Orientation (cont.) - Corinne

July 2020

8 ASI Special Working Board

8 ASI Special Board

28 I am ASI podcast planning

29 ASI Special Working Board

29 ASI Special Board

August 2020

- 3 Parliamentary Procedure Training with Tami
- 4 Met with Dean Newsome
- 7 ASI Board Retreat
- 8 ASI Board Retreat
- 9 ASI Board Retreat
- 12 Touch Base - EVP
- 12 IT Director Presentation
- 13 Children's Center Director Presentation
- 14 Aquatic Center Director Presentation
- 17 Business, HR & Student Shop Director Presentation
- 18 Peak Adventures Director Presentation
- 19 Touch Base - EVP
- 19 SEO Director Presentation
- 24 I am ASI! Meeting
- 26 ASI Introduction to Full Time Staff meeting
- 27 ASI Introduction to Part Time Staff meeting
- 28 Dreamer Ally training
- 31 State Hornet Publication Board Meeting

**Campus Events**

May 2020

- 28 ASI Board of Directors Swearing in Ceremony

**ASI Presentations**

N/A