

# President's Cabinet of the Associated Students

Minutes for Wednesday, September 21, 2016 at 7:00PM

President's Conference Room, Center for Student Engagement, Third Floor of  
the Joe Crowley Student Union

**1. CALL MEETING TO ORDER**

President Boone called the meeting of the Presidents Cabinet of the Associated Students to order at 7:03pm.

**2. ROLL CALL**

President Boone- present  
Vice President Springmeyer- present  
Chief of Staff Atienza- present  
Deputy Chief of Staff Upton- absent excused  
Attorney General Tedford- present  
Director of Campus and Public Relations Lawton- late excused  
Director of Clubs and Organizations Long- present  
Director of Programming Hurdle- present  
Director of Legislative Affairs Charles- present  
Director of Blue Crew Bezick- late excused  
Director of Diversity and Inclusion Rojas- absent excused

A quorum was present.

**3. PUBLIC COMMENT**

No public comment at this time.

**4. MINUTES**

- a. There are no minutes to be considered at this time.

**5. OLD BUSINESS**

a. **Reports of Officers**

- i. President, Brandon Boone
- ii. Vice President, Jacob Springmeyer
- iii. Chief of Staff, Sebastian Atienza
- iv. Deputy Chief of Staff, Michael Upton
- v. Attorney General, Dylan Tedford
- vi. Director of Campus and Public Relations, Brooklyn Lawton
- vii. Director of Clubs and Organizations, Richard Long

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Posted at 1664 N. Virginia St. Reno, NV 89557 in the ASUN Offices in the Joe Crowley Student Union, Frandsen Humanities Building, the Ansari Business Building, Mathewson- IGT Knowledge Center, and online at [www.nevadaasun.com](http://www.nevadaasun.com).

If you would like a copy of any of the agenda items listed, please contact Chief of Staff Sebastian Atienza at [chiefstaff@asun.unr.edu](mailto:chiefstaff@asun.unr.edu).



- viii. Director of Programming, Casandra Hurdle
- ix. Director of Legislative Affairs, Veronica Charles
- x. Director of Blue Crew, Kevin Bezick
- xi. Director of Diversity and Inclusion, Gabriel Rojas

b. **Department Updates**

6. **NEW BUSINESS**

a. **Cabinet Projects**

-TedxUniversityofNevada:

Director Hurdle transferred funds to BSE but has no other information so far,

President Boone said there is a meeting Friday September 23<sup>rd</sup> at 10am but neither he nor VP Springmeyer can go. Brett Simmons will set up individual meetings with them. President Boone recommended that everyone try and go to the road to Tedx event on Tuesday Spetember 27<sup>th</sup> at 7pm in the Joe theater to support our students that have a chance to speak at the actual Tedx event.

-Rock the Vote

Director Charles has tentative dates for upcoming events starting with Dunk the Delegates on October 10<sup>th</sup> from 10am-1pm.

Political Pallooza is confirmed for in front of the Knowledge Center from 11am-2pm. Currently have 14 local and state campaigns that will be there. She will try to confirm the list by the end of next week.

The candidate panel was set of October 14<sup>th</sup> but is subject to change because she is trying to schedule a debate between Heck and Masto. The date and venue have yet to be determined.

Director Charles met with Director Rodriguez and Reno Gazette Journal to cover the event. She is just waiting on confirmation from the delegates.

-Heck/Masto Debate

President Boone asked if we are still planning to host the debate the same week as Rock the Vote week.

Director Charles said she is trying to coordinate the debate during Rock the Vote week but if not she will not pursue to use the department resources elsewhere.

-GivePulse

President Boone said as of the morning of the meeting there were 1,967 students registered for GivePulse. The goal is to get 3,000 students by the end of the semester.

President Boone asked for any suggestions to reach out to target groups to reach the goal of 3,000.

Director Long is working with his commissioners on this project and it will be sent out in the next newsletter to sign up and Commissioner Hidalgo is working with all the community service outreach clubs and organizations as well as fraternities and sororities on campus to get students registered.

Director Hurdle suggested tying in homecoming points to the number of students registered in each participating organization.

President Boone likes the idea of homecoming points but doesn't want to force student to sign up. However, he thinks once students use the program a few times they will continue to come back.

He mentioned that many greek organizations are already registered because of greeks in the streets but think that he students aren't affiliated with all their clubs through GivePulse.

Attorney General Tedford suggested forcing students to register through homecoming rather than having to register days or hours before a volunteer event and possibly skipping the event or continuing to not register.

Chief of Staff Atienza suggested using GivePulse for the homecoming week service event. This could lead to a much larger number of students participating in the service event.

Director Charles wanted to make sure that we are sharing this with organizations in the community as well to make sure we are keeping more options because of the resources in place through GivePulse.

Chief of staff Atienza also suggested targeting the services in the Pennington building as he has done with the Trio and McNair Scholars program. If the tutoring center or other service told students to register, students might be more inclined.

President Boone said that all the services and organizations he has pitched the program to have given positive feedback. The difficulty has been getting people to actually go online and register.

Director Hurdle recommended pitching GivePulse to colleges or professors that require office hour visits, clinicals, and other class related volunteering.

President Boone said he believes some of the freshman seminar classes have a volunteer requirement. He asked if anyone knows if these freshman have been reached out to.

Sandy Rodriguez, Director of The Center for Student Engagement, said that her center has been reached out to attend 7 or 8 of the freshman classes. Science in particular has requested a visit for science 110.

Senator Boone stated on the record that Director Bezick entered the room at 7:11pm.

VP Springmeyer told the committee that when events are posted on social media to post the specific link to the sign up page for each particular event so the sign up is clear and easy to volunteer. To prevent sign up problems like at Wolf it Down Pancake Feed.

Sandy Rodriguez asked the cabinet if they have been trained how to use GivePulse. The problem with just posting the link is that you have to log in.

Not everyone has had official training.

Mrs. Rodriguez said her staff can walk them through how to use it.

She suggested making a competition between all the RAs to see who could have the most students sign up on their floors. Use Wolfshop Gift cards as prizes.

Chief Justice Atienza said someone should go to the leadership councils of each hall and spread the word through the students as well.

Director Charles asked if faculty and staff have been notified about GivePulse and if they are sharing it with the students.

Sandy Rodriguez said the vice provost was trained as well as three Gas and they set up their classes in 10 minutes. She thinks the younger faculty will be willing to do this. This Saturday a professor is using the connect shuttle and GivePulse to go to Truckee and gather data for an English class to come back and write about their trip. She feels we are about two months behind in training. Joe Kline and Sandy agreed that GivePulse will probably not work out in classes until the spring semester and mainly the young professors.

President Boone asked if anyone wants to volunteer to reach out to the RAs.

Chief of Staff Atienza volunteered.

President Boone said he will attend a civic engagement meeting and pitch all the ideas. Told Director Hurdle to figure out if it can be incorporated into homecoming.

#### -iLead Conference Recap

Director Long spoke about the new reformatted event. It went well. We offered backpacks and agendas and Steve Maples was a good keynote speaker. We were able to do many campus beautification projects including the tailgate area, west stadium, and other campus routes. In afternoon sessions, they did 4 rotation sessions and saw many presentation. New format was enjoyed much more than it was in the past. Gift card incentives kept everyone more involved.

President Boone said the only feedback he received was that a lot of students felt it should be shorter. Could cut out an hour from the service project portion. Also the room was much fuller at the beginning of the day compared to the end. Suggested a checkout process.

Director Long said there was a checkout system in place but students were tired and the checkout became the students returning their nametags and comparing who was there at the end compared to the beginning. Whoever didn't stay for the entire time are missed altogether will have to meet with a commissioner separately to cover the information that the students missed, because it was mandatory for each organization to have one representative.

#### -Club Fair Recap

#### -Welcome Week Recap

Director Hurdle said welcome week went well. Highest attendance ever. Paint the N had 500 students. 4000 at Wolf it Down. Record numbers at the club fair. She will be at the budget and finance meeting to determine how much money was spent and BLF outcomes. The football game on Friday ended welcome week a day earlier than normal.

It was the most successful welcome week we have ever had.

-Exec Board Outreach

President Boone said in the past, office hours were the norm but they have been ineffective and it doesn't help to mandate people to be in the office at certain times.

But there is \$2500 in the budget for exec board outreach for the students to get to know the cabinet. He told the cabinet to think of events that could be run through programming.

Last year the exec board did a karaoke/open mic night in the Works. The event was a total failure.

He thinks the best outreach is for everyone to be at every even possible.

Chief of Staff Atienza suggested blue crew working with athletics and the exec board to come up with one super event.

Director bezick said he will talk to athletics.

-Campus to the City Initiative

-Best of Reno:

President Boone said Director Lawton will cover this event. Plans started last semester under president Fabbi. The program is for students to vote on local places as the best coffee shop, or ski resort, etc. and have a banner or sign that says the place was voted by the student as "the best".

Director long asked how the survey is administered and when.

President Boone said the survey I in spring and is administered through the Sagebrush newspaper and advertised on social media.

Director Long suggested more advertisement to residence halls.

Chief of Staff Atienza said there needs to be better distribution of the awards as there are still multiple awards sitting in his office to be given out.

-Pack Friendly Business Campaign

President Boone said Deputy Chief of Staff Upton is in charge of this program. He is trying to get more businesses in South Lake Tahoe.

President Boone said businesses have been getting mad that the website has not been getting updated regularly and want their name out there more.

President Boone wants to reach out to more entertainment and service based businesses and less food. We don't have any salons which could easily be added.

No bars or pubs can be pack friendly businesses.

-City Beautification

-Lamppost Flags

Chief of Staff Atienza met with the director of creative communication to discuss the flags. Their office wants to continue the MyUnivCity campaign but they are really busy and passed off the marketing to Inkblot.

Atienza has the dimensions and layouts for the flags. He doesn't want to put faces of Reno because they change regularly, he would rather have something representing the university or city.

The MyUniverCity graphic will also be on the flags.

The plans can be sent to Inkblot and be passed through senate in the next week or two.

President Boone said he had a meeting about the buss wraps. The idea is being pitched to RTC. Will have city bus wrapped in university logos.

-MyUniverCity Campaign

-iLeadNevada Initiatives

-Mayor Welcome Letter

President Boone said the letter is done but Director Rodriguez suggested we alter it to include information regarding the Reno website.

Sandra Rodriguez wants the Reno website to have a page specifically for students.

-Pack Internship Grant Program

President Boone said the funding was mis-agendized so the funding cannot be approved at this time. The funding will hopefully be approved next week because the applications open next week. He has been working with Elizabeth to increase the number of internships.

VP Springmeyer went on a site visit to the Ronald McDonald House. At the meeting, they agreed to have two internships in which the university would pay for one and the Ronald McDonald House would pay for the other.

Made sure that everything is in place and the job is adequate for the students who get the internship. They went over a list to determine if the internship was adequate.

He said they are looking to end applications at the end of October and the review process will be in November.

Employers will choose who to award their internship to and notify students during December.

Chief of Staff Atienza asked about funding for the internships since many of the companies are in their third year of the program.

VP Springmeyer said that ASUN is funding 44 internships and they should receive 52 internships back. 8 unpaid internships.

President Boone said there has been companies leaving the program because they don't want to pay for the internship.

VP Springmeyer said Boone and himself have been working on getting funding from the community. ASUN will supply the funding to staff the career studio and the career studio will work with the external funding to all the internships.

Director Bezick asked if there is a plan to increase student awareness of the internships so the applications are more competitive.

President Boone said last year had 834 applicants compared to 300 the first year so student knowledge is increasing. VP Springmeyer is working on marketing.

VP Springmeyer said he has been working with Elizabeth InkBlot to come up with materials to be spread around campus, downtown, and on social media.

Attorney General Tedford suggested a change to the third year of the internship so companies don't back out when they have to pay for the internships. He suggested that ASUN pays half of the internship in the third year so companies don't pull out of the program after two years.

President Boone clarified that the 4<sup>th</sup> and 5<sup>th</sup> years are paid for by the university. It's a three year cycle. The company only pays the labor every third year.

VP Springmeyer said that 9 students from last year's internships were given full time jobs at the company they worked for. Many companies drop out of the program after they hire an intern and fill their hiring need.

Director Rodriguez said that President Boone needs to get more data on these internships because she has been asking for data for three years. The university needs more information and reports to more easily predict the growth of the program.

President Boone said he told Elizabeth that everyone needs to do annual reports to receive external funding. She and her grad assistant are working on data gathering from last years internships.

Attorney General Tedford suggested gathering different and more specific data.

VP Springmeyer suggested keeping info on what internships students are staying at, where they are leaving, what internships are liked the most, and what companies are backing out and why.

Director Bezick asked if ASUN can start conducting exit interviews.

VP Springmeyer said Elizabeth already has a process similar to that. She talks about the employer and intern experience. He also said that Elizabeth receives 100% feedback from every intern and employer.

Director Hurdle suggested a breakdown by job industries to diversify the internships to involve every college on campus.

President Boone said Elizabeth is planning on expanding the variety of industries. They discussed re-focusing the program on non-profits and startups as well as focusing on first generation students who apply.

Director Sandy Rodriguez said the majority of undergrad research money is going to undergrad research because of these programs. We will need to consider revisions if there can be a research conference and invite other universities and possibly include a cash award for the best research project. We need to mix it up to have changes and get more science fields involved in the pack internships.

Director Bezick asked if it would be possible to integrate for the majors who don't have paid internships to get class credits for the work they do.

President Boone said he will look into it but he thinks there might be an engineering policy that doesn't allow credit for internships. He will pass it to a college of business senator.

Director Long said they may not because of the necessity of engineers getting internships before they graduate.

#### -Executive Board Retreat

#### -GSA Unity in Diversity Conference

President Boone said last year was the first time the event was held and it was a huge success. They asked ASUN to sponsor the event this year for the amount of \$2,250. It would cover just under half of their budget. The ASUN logo will be on all the marketing because of the financial sponsorship.

#### -Fusion TV

President Boone isn't sure if the event is still happening.

Director Hurdle thinks the event is still on. She is speaking with a Fusion representative on Friday. So far only the walls are being put up. Considering mixing with diversity week.

#### -Statue Project

President Boone has a meeting in the next week with President Johnson, John Carrothers, Ron Zuric, Jim Fitsimmons, Chuck Price, and Doug Knuth to talk about the statue in the roundabout. They will discuss funding and designs. This meeting will be mostly about the design and what the final product will be. There are many conflicting opinions on the project. He thinks they will settle on a pack of wolves sculpture. Wants to model after North Carolina State.

Sandra Rodriguez mentioned that we already have a pack of wolves sculpture at the football stadium.

President Boone said the argument is that the rock sculpture with wolves at the center of campus will be seen a lot more than the one at the football stadium. This statue would also be much larger.

He will make a proposal based on sculptures and other monuments at other universities.

-Biggest Little Festival

-Pack Provisions

-Sustainable Nevada Initiative Fund Implementation

Deputy Chief of Staff Upton said he is set to meet with Rachel Lucas to discuss budget and the top 4 schools they wish to contact to evaluate our recycling system. He thinks that her recycling event will only need about \$3000.

VP Springmeyer asked if Rachel Lucas already got the budget.

President Boone said that he discussed Rachel's plans with her and Sandy and Rachel's plan is not feasible. Upton has been working with her to fine tune the budget.

Director Sandra Rodriguez said that other faculty wanted to tie in the recycling event with our green week in the spring. Coordinate it around earth day and don't have to plan out a full week of events.

-Spring Semester Programs

-Health Week

-Camp Grounded

President Boone asked if last year's event was a success, worth the money, and if/when they should come back.

VP Springmeyer said he enjoyed the event but the amount spent for them to come to campus was a little much. He thinks the event is better on the quad for all students rather than spending so much on a retreat. If student fees are paying for it, the students should have the access.

Chief of Staff Atienza said he doesn't think it would be a good use of reserves. If we do pay for it we should spend the tiny bit more for the two day session and get much more out of the event.

Director Hurdle thought last years event was a success. She suggested waiting for warmer weather in the spring and asking camp grounded for a discount because they lie us and we have had multiple events with them.

President Boone said he thinks it's a good idea but they will probably charge almost as much as last year's \$30,000 visit.

Director Rodriguez suggested to have camp grounded at BLF because there will be a lot more people already there.

Director Bezick asked why last year's event was so expensive.

President Boone believed it was because that was the first time Camp Grounded ever traveled. And it is just an expensive program.

Director Bezick asked if it would be possible to run a similar event on our own to cut out costs.

President Boone said it could be a possibility but doesn't know what items we would need to put on the event.

VP Springmeyer said we might be able to rent the materials that are needed but any camps or similar programs are usually around the same price.

Sebastian Atienza likes Camp Grounded and likes the idea of it at the festival or concert but with the state of our reserves, we should spend the money on something different than years past.

#### -Voter Friendly Campus Designation

Director Lawton said having registration drives outside of the Joe and PSAC. Maybe have trained people go through the residence halls to register voters. Also offering education on all the various measures and bills on the ballot that can be very confusing. Also having a polling place in the Joe is important.

#### -Internship Program

Chief of Staff Atienza said there are about 12 people that applied for the executive intern positions. The members of the cabinet should pick their interns and send the names of who they didn't select back to himself to reassign them to a different department. The new curriculum will create more opportunities for the interns to work together and with the rest of the directors. He will conduct the interviews. Anyone is welcome to sit in the interviews. He will direct the interviewees to the directors that they wish to shadow for a second interview and a meet to determine who the best possible interns are.

#### -ASUN Banquet

#### -Gender, Race and Identity Conference

President Boone said Director Rojas said it is still in its foundation stage. He has been working with Raina Benford who did the first event last year.

VP Springmeyer asked if there is a community speaker or anything like that coming into the event.

President Boone said The Center will probably be the ones to do it.

Director Hurdle asked if there is a date for this yet. She suggested ending unity week with this event.

#### -Campus Beautification Initiatives

#### -Off-Campus Housing/Resi-Ratings

-Athletics Concessions Contract

-Nevada Student Alliance Initiatives

-'Year in Review' video

President Boone said any time anyone has something they think should be on the video to document it. He told the cabinet that Director Lawton will be updating the timeline on the ASUN website.

The video is extremely important to show everyone what ASUN does.

-Experimental College/non-credit class offerings

-Volunteerism and Civic Engagement Initiatives

-It's on Us Campaign

President Boone asked for any ideas regarding this program.

Chief of Staff Atienza said he is meeting with university affairs this Friday to get more ideas about sexual assault prevention.

Director Charles said the policy analyst is working on legislature that has passed in Nevada to use as a research database.

Director Hurdle said she has some programmers that can help out with the campaign.

Sandy Rodriguez suggested connecting it to the wolf pack friendly business campaign.

Director Hurdle also suggested connecting the event with unity week.

VP Springmeyer suggested a guest speaker that gave a TedTalks on sexual abuse.

President Boone placed chief of Staff Atienza in chard of the campaign.

-Sexual Assault Prevention Awareness

-Undocumented/DACA Student Support

-Alcohol Awareness Education

President Boone talked with campus PD to have a water pong event between students and police officers. Campus PD loved the idea. Director Rojas will be working on the project.

President Boone asked the cabinet to think of ideas for alcohol awareness and for alcohol awareness week.

Director Bezick suggested drunk goggles games.

President Boone said it is also a possibility to incorporate It's On Us and Alcohol Awareness week.

VP Springmeyer suggested including NRAP in the program.

Attorney general Tedford mentioned a speaker coming in spring to talk to fraternities and sororities that could talk to the student body.

Director Long brought up last year's chocolate wasted event and the outstanding success that it was.

- New Democracy Plaza
- Preparation for Next Legislative Session
- Public Faculty Evaluations
- John Mackay Endowment Fundraising
- Voter Friendly Campus Designation
- Internship Program

b. **Discussions Relating to Student Concerns**

The Cabinet will discuss student concerns to address as an Association. Discussions surrounding this item are informational.

- Parking/Transportation
- Athletics and the Student Section
- Diversity and Inclusion
- Community Policing

c. **University Committee Updates**

The Cabinet and other officers of ASUN will provide informational updates to the President on the University Committees that they sit on:

- Arboretum Board: Senator Bradley
- Athletic Association of the University of Nevada: Vice President Springmeyer and Director of Blue Crew Bezick
- Campus Bicycle Committee: Deputy Chief of Staff Upton
- Campus Recreation and Wellness Advisory Board: Vice President Springmeyer
- Campus Recreation Student Advisory Committee: Vice President Springmeyer
- Committee on Campus Student Response Systems: Director Lawton
- Core Curriculum Board: Director Charles
- Committee on the Status of Women: Director Rojas
- Cultural Diversity Committee: Director Rojas
- FRC Committee: President Boone
- Intercultural Council: Director Rojas
- Parking and Traffic Board: Director Long
- Strategic and Master Plan Committee: President Boone, Speaker Teixeira
- Strategic Planning/Accreditation Core Theme Committee (Outreach): Senator Henderson
- Strategic Planning/Accreditation Core Theme Committee (Learning): Director Charles
- Student Fee Review Committee-President Boone, Speaker Teixeira, Senator Feng
- Student Health Center Advisory Committee: Director Upton
- Student Services Food Committee: President Boone and Chief of Staff Atienza
- Student Union Advisory Board: President Boone and Director Hurdle
- Student Union Retail Committee: President Boone and Chief of Staff Atienza
- Subcommittee for the Student Success Collaborative: Chief of Staff Atienza

- Title IX Task Force- Director Rojas
- Undergraduate Research Review Committee: Senator Henderson
- University Athletics Committee: Vice President Springmeyer
- University Courses and Curriculum Committee: Director Charles
- University Sustainability: Director Upton

**7. COMMENTS AND ANNOUNCEMENTS**

President Boone reminded the cabinet of their committees and the importance of their involvement as students in these committees.

**8. PUBLIC COMMENT**

No public comment at this time.

**9. ADJOURNMENT**

President Boone adjourned the meeting at 8pm.