

Committee on Event Programming

Executive Board of the Associated Students 86th Session

Agenda for Thursday, April 4, 2019 at 7:30 p.m.

Joe Crowley Student Union Room 317

1. **CALL MEETING TO ORDER***

Call Meeting to Order must be listed by Secretaries

2. **ROLL CALL***

Roll Call must be listed by Secretaries

3. **PUBLIC COMMENT***

Items heard under public comment may be for items either on or off the agenda. Action may not be taken on items raised under public comment. The Chair may elect to take public comment on action items on this agenda. The Chair may impose reasonable limits on the length members of the public may speak.

4. **MINUTES**

a. The committee will consider the approval of the minutes from March 28, 2019. Upon conclusion of the discussion the committee may choose to approve the minutes.

5. **BUDGET REVIEW**

a. The Assistant Director of Budget and Finance will provide an update of the budget so the department is aware of the remaining balance of the budget before approving a budget proposal.

6. **REPORTS**

- a. Alyssa Abbs, Event Programmer
- b. Demitri Bannoura, Event Programmer
- c. Holly White, Event Programmer
- d. Madison Mastrangioli, Event Programmer
- e. Nicholas Killian, Event Programmer
- f. Paulena Kinel, Event Programmer
- g. Austin Thummel, Assistant Director



Posted at the ASUN Offices in the Joe Crowley Student Union, Frandsen Humanities Building, the Pennington Student Achievement Center, Mathewson- IGT Knowledge Center, and online at www.nevadaasun.com.

If you would like a copy of any of the agenda items listed, please contact Director Lensch at directorofprogramming@asun.unr.edu.

- h. Gabrielle Lew, Assistant Director
- i. Austin Lensch, Director

7. OLD BUSINESS

- a. There is no old business at this time.

8. NEW BUSINESS

- a. The department will review, discuss, and debate the following event and budget proposals. Actions may be taken to approve favorable proposals.
 - a. Marketing Materials

9. PUBLIC COMMENT*

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10. ADJOURNMENT

11. NOTES.

Unless otherwise marked by an asterisk, all items are action items upon which the Senate may take action. ASUN supports providing equal access to all programs for people with disabilities. Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call the Speaker of the ASUN at (775) 784-6589 in advance so that arrangements may be conveniently made.

ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION

Programmer: Austin Lensch

Phone: (775) 722-3431

Intern:

Phone:

EVENT INFORMATION

Event Name: Marketing Materials

Event Date:

Event Synopsis: Items used to enhance marketing during events.

Event Location:

Hours of Event:

Expected Attendance:

Target Audience: Students General Public Other

Learning Outcomes:

1. Students can easily identify what organization is hosting the event.
2. Students will gain pride and awareness of ASUN – Programming specifically.
3. It will be easier to provide information and recruit students.

BUDGET INFORMATION *Please itemize your ENTIRE event budget below:*

DESCRIPTION	AMOUNT	VENDOR
1. 10 x 10 Tent Frame	\$200.00	Amazon / EZ Up
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
TOTAL EVENT BUDGET	\$200.00	
TOTAL ASUN REQUEST	\$200.00	