

Committee on Event Programming

Executive Board of the Associated Students 87th Session
Agenda for Friday, May 10, 2019 at 4:00 p.m.
Joe Crowley Student Union – President’s Conference Room

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. There are no minutes to be approved at this time.

5. **BUDGET REVIEW**

a. The Assistant Director of Budget and Assessment 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. Event Programmer
- b. Event Programmer
- c. Event Programmer
- d. Event Programmer
- e. Event Programmer
- f. Event Programmer
- g. Event Programmer
- h. Assistant Director
- i. 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 Lew at directorofprogramming@asun.unr.edu.

j. Gabrielle Lew, 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. Summer BBQ
- b. Summer Ice Cream #1
- c. Summer Ice Cream #2
- d. Programming Training
- e. Welcome Week Concert
- f. Family Weekend 2020

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:

ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION

Programmer: _____ Phone: _____
 Intern: _____ Phone: _____

EVENT INFORMATION

Event Name: _____ Event Date: _____

Event Synopsis: _____

Event Location: _____ Hours of Event: _____

Expected Attendance: _____ Target Attendance: Students General Public Other _____

Learning Outcomes:

- 1.
- 2.
- 3.

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

DESCRIPTION	AMOUNT	VENDOR
1.	\$	
2.	\$	
3.	\$	
4.	\$	
5.	\$	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
TOTAL EVENT BUDGET	\$	
TOTAL ASUN REQUEST	\$	

ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

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TOTAL EVENT BUDGET	\$	
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