

Department of Event Programming

Executive Board of the Associated Students 88th Session

Agenda for Friday, December 4, 2020 at 4:00 p.m.

Zoom Meeting: email Tara Okui at ADBudget@asun.unr.edu for more information

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

5. OLD BUSINESS

6. NEW BUSINESS

- a. Welcome Back Week Program Dates
- b. Five Days of Giveaways! Postponement
- c. The department will review, discuss, and debate the following event and budget proposals. Actions may be taken to approve favorable proposals.
 - a. Keep the Wolf Pack Warm
 - b. Nuggets of Gold
 - c. Mackay & Cheese



Posted at the ASUN Offices online at www.nevadaasun.com. If you would like a copy of any of the agenda items listed, please contact Tara Okui at ADBudget@asun.unr.edu Humanities Building, the Ansari Business Building, 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 Assistant Director Okui at ADBudget@asun.unr.edu.

7. REPORTS

- a. Mehak Bal, Event Programmer
- b. Chrissy Ellis, Event Programmer
- c. Vanessa Komanduri, Event Programmer
- d. Emily Leech, Event Programmer
- e. Jada Maglinao, Event Programmer
- f. Michala Matovina, Assistant Director
- g. Tara Okui, Assistant Director

8. PUBLIC COMMENT*

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9. ADJOURNMENT

10. 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: _____ 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

CONTACT INFORMATION

Programmer: Michala Matovina Phone: 775-388-2235
 Intern: Hannah Alquiza Phone: 775-830-9748

EVENT INFORMATION

Event Name: Nuggets of Gold Event Date: 2/11/2020
 Event Synopsis: Students will be able to receive "nuggets of gold" (chicken nuggets) while getting to know more about John Mackey.
 Event Location: KC breezeway Hours of Event: 12PM-2PM
 Expected Attendance: 300 Target Attendance: Students General Public Other _____

Learning Outcomes:

1. Students will be able to dive into the history of the university.
2. Students will be able to engage with ASUN and let us know their input on the current events.
3. Students will get involved in campus life.

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

DESCRIPTION	AMOUNT	VENDOR
1. Chicken Nuggets(200 8-pc nugget boxes x \$3.85)	\$770	TBD
2. Vegan Nuggets(100 10-pc bags x\$4.49 per bag)	\$ 449	TBD
3. Napkins (1 700-ct bag)	\$ 10	Walmart
4. Capri sun (10 1 pack of 30-pc x \$6.89)	\$ 69	Walmart
5. Miscellaneous	\$140	
6.	\$	
7.	\$	
8.	\$	
9.	\$	
10.	\$	
TOTAL EVENT BUDGET	\$0.00	
TOTAL ASUN REQUEST	\$ 1418	

ASUN DEPARTMENT OF PROGRAMMING EVENT & BUDGET PROPOSAL FORM

CONTACT INFORMATION

Programmer:	Vanessa Komanduri	Phone:	(702) 493-6290
Intern:	Olivia Rice, Mackenzie Kluzak	Phone:	(951) 795-8988, (775) 388-4588

EVENT INFORMATION

Event Name: Mackay & Cheese Event Date: February 10, 2021

Event Synopsis:.. Students will enjoy free Mac and cheese to celebrate Mackay Week.

Event Location: KC Lawn Hours of Event: 12 – 2 pm

Expected Attendance: 400 Target Audience: **Students** Public Other

Learning Outcomes:

1. Allowing students to interact with each other while enjoying mac and cheese
2. Learn about the history of our University
3. Continue the long-lasting tradition of this event

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

DESCRIPTION:	AMOUNT:	VENDOR:
1. Mac and Cheese	\$800.00	TBD
2. Gluten Free Mac and Cheese	\$150.00	TBD
3. Vegan Mac and Cheese	\$150.00	TBD
4. Utensils	\$200.00	Walmart
5. Drinks	\$125.00	Walmart
6. Miscellaneous	\$150.00	TBD
7.		
TOTAL EVENT BUDGET	\$1,575.00	
TOTAL ASUN REQUEST	\$1,575.00	