

## Cabinet of College Representatives

Authored by Kenya Pineda

### I. Summary

The cabinet of college representatives individually work on a variety of projects, initiatives, and events across campus where they have a seat at the table to help plan, coordinate, and financially support campus activities. Colleges like HSS and CCOE have nearly or already have depleted their budgets and the other colleges aren't far behind. To work toward providing an opportunity for all colleges to support their students in times of high stress and to support one another's colleges, this proposal looks to seek funding for 6 college specific midterm Dstress events. Midterm Dstress events were hosted by ASI in the Spring semester 2017 and were not just successful, but were also greatly appreciated by students. Dstress for finals are only hosted once a semester and it is during finals. No Dstress events are held during midterms.

### II. Objective

Part of the job of A.S.I. representatives is to look at the campus and understand the needs of its students. Part of this understanding should be the understanding of the difficult times littered with high stress that students experience during midterms. A.S.I., as student leaders, should be at the forefront of leading opportunities for students to address their stress and mental health in an open and safe space. These Dstresses also allow opportunities for students to receive information about A.S.I. events that would be held in the second half of the semester.

### III. Mission

The mission of this event is to provide a safe, relaxing space for students of different colleges to step away from books, papers, and studying to interact with their student body government, A.S.I., and to d-stress!

### IV. Description

The funding would provide coffee, hot chocolate, snacks, and goodie bags for each college to host a Dstress. Each college will be given the opportunity to use the funding allocated for their students to buy specific food, drinks, and treats for their event. If a Dstress is being held in the morning, a college may be more inclined to buy pastries, coffee, juice, and other breakfast items for their students. Evening Dstress events would more likely purchase coffee, hot chocolate, snack items like chips and granola bars. The specifics of what is bought for each college may be different, but overall, all events will have food and drink items, gift bags, bluebooks/scantrons, A.S.I. calendars and event marketing, A.S.I. representatives, and the A.S.I. large board games.

### V. Management

#### A. ASI

Provide the items needed for the Dstress through the Cabinet of College Representatives.

Support for running Dstress will come from Ashley and the event will be run by A.S.I. students

who volunteer to table and the college specific representatives. A.S.I. will oversee retrieving all the food and drink supplies, packing goodie bags, and managing the giveaway of all the items allocated for that Dstress.

## VI. Marketing

The Dstresses will be published in the event calendar for spring. It will also be advertised at any tabling and class presentation session preceding midterms. It will be the responsibility of each college to share the information of their Dstress to the people of their college through deans, advisors, faculty, staff, clubs, and students. Social media will play a big role in announcing upcoming Dstress events and advertising the events from the beginning of the semester.

## VII. Budget

(Name all estimates/quotes/invoices all anything you wish A.S.I. to consider funding)

1. 96 fluid oz. Coffee traveler \$13 each x 4 = **\$52**
2. 96 fluid oz. decaf traveler \$13 each x 2 = **\$26**
3. 96 fluid oz. hot water traveler with tea \$13 each x 2 = **\$26**
4. Welch's Fruit Snacks, Mixed Fruit, Fat Free Snacks, (80-0.9oz. Pouches Per Box) \$17.84 each x 5 = **\$89.20**
5. Pepperidge Farm Goldfish Variety Pack Bold Mix, (Box of 30 bags) \$9.48 each x 10 = **\$90.48**
6. Frito-Lay Flamin' Hot Potato Chips, Variety Pack, 30 ct \$15.59 each x 5 = **\$77.95**
7. Frito Lay Classic Mix, Variety Pack, 30 ct \$15.59 each x 5 = **\$77.95**
8. Nature Valley Crunchy Granola Bars, Oats 'n Honey, 1.5 oz., 49 ct \$14.59 each x 1 = **\$14.59**
9. Nature Valley Sweet 'N Salty Nut Bar, Peanut, 1.2 oz., 48 ct \$14.59 each x 1 = **\$14.59**
10. Nature Valley Protein Chewy Bars, Peanut Butter Dark Chocolate, 1.42 oz., 30 ct \$14.59 each x 1 = **\$14.59**
11. Nature Valley Chewy Granola Bars, Fruit & Nut, 1.2 oz., 48 ct \$14.59 each x 1 = **\$14.59**
12. Nature Valley Almond Bar, Sweet and Salty, 1.2 oz., 48 ct \$14.59 each x 1 = **\$14.59**
13. Best Highlighters (Extra Large 50 Pack) 2 Styles (Large Barrel & Pen Size) in 5 Different Colors \$16.99 x 2 = **\$33.98**
14. BIC Mechanical Pencil, 0.7mm, 40 ct \$8.19 each x 3 = **\$24.57**
15. Coffee-Mate Creamer Singles (0.375 Fl Oz Each), 9 Flavors x 24 each, 216 Count Bulk Package \$33.99 each x 1 = **\$33.99**
16. Bigelow 6 Assorted Teas, 18-Count Boxes (Pack of 6) \$16.99 each x 1 = **\$16.99**
17. Swiss Miss Hot Cocoa Mix, Milk Chocolate, 0.73 oz., 60 ct \$6.89 each x 2 = **\$13.78**
18. Assorted Colored Plastic Bags (50 pc) \$5.99 each x 2 = **\$11.98**
19. Kirkland Signature Premium Drinking Water, 8 oz., 80 ct \$16.59 x 1 = **\$16.59**
20. Fun Express Mini Eraser Assortment Novelty (500 Pieces) \$9.29 each x 1 = **\$9.29**

### **TOTAL:**

\$673.70 x 7.5% = \$50.53

\$673.70 + \$50.53 = approx. \$725

$$\$725 \times 6 = \mathbf{\$4,350}$$

### VIII. Guidelines

(List any guidelines provided by A.S.I., any entity, and the University)

a. A.S.I. representatives will use the funds to purchase items that are appropriate for their Dstress while also including options for people of varying dietary needs.

### IX. Criteria

(Who is benefiting? (HINT: it should be benefiting students of Cal State LA))

1. Cal State University Los Angeles students will be benefiting from this event. They will receive much needed mental breaks from times of high stress and frustration. They will also have opportunities to socialize and speak to their student leaders and representatives. These events can be used as opportunities to promote student surveys, A.S.I. events during the second half of the semester, and recruit students for election participation or voting. Students will be the ones to benefit from these events.

### X. Survey

Conversations with students during these events can provide insight to the usefulness of events like this. A survey can also be created to allow students anonymity to speak about what they enjoy about the event, what they would like to improve, and what they want to see more of from their college representatives and student body government.

### XI. Contact information

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