



ASSOCIATED STUDENTS INC.

California State University, Los Angeles

PROJECT LIST – MARCUS A. RODRIGUEZ

PERSONNEL MANAGEMENT

Student Staff Job Descriptions & Evaluations: Learning Outcomes and Professional Development

- Prepare argument for embedding learning outcomes into student jobs
- Design a toolkit for student staff supervisors
- Implement a student employee development program

Entry to Mid-Level Staff Evaluations: Professional Competency Areas

- Prepare argument for the expansion of full-time staff evaluation expansion
- Competency Areas: Advising and Supporting; Assessment, Evaluation, and Research; Personal and Ethical Foundations; History, Philosophy, and Values; Human and Organizational Resources; Law, Policy, and Governance; Leadership; Social Justice; Student Learning and Development; Educational Technology

LEADERSHIP DEVELOPMENT

Student Leadership Trainings and Summer Retreat

- Finalize insurance for retreat travel and locations
- Approve final draft of the Retreat agenda
- Prepare for and complement CSUnity Leadership Conference sessions
- Build and monitor new member “listening tours” as part of the orientation process

CSI Club Mini-Conference

- Meet with Mike Willard and Candice Vernando to find ways to incorporate Mind Matters training
- Provide Candice Vernando (CSI) the ASI Summer Training Curriculum
- Help identify possible sessions, learning outcomes, and assessment opportunities
- Align student leadership training and ASI club support workshops
- Secure funding for hospitality (1 meeting per semester quarter)

ACADEMIC SENATE AND SHARED GOVERNANCE

Student Representative Numbers on the Cal State LA Academic Senate

- Introduce the (6) student senator model to the Senate Execs
- Gain Perspective from all Stakeholders
- Prepare a proposal for the AS and ASI

ASI Academic Senate Summer Training

- Work with the Cal State LA AS Executives to assess student senator training
- Work with the Cal State LA AS Executives to assess student committee training



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OSD, Academic Senate (AS), ASI Town Hall/Workshop

- Process presentation materials provided by Isis Stansberry (OSD)
- Convene a meeting between AS, ASI, and OSD
- Secure mutually agreed upon dates (OSD, AS, ASI) and venue space
- Produce presentation materials and publicity campaign
- Build a template for other themed Town Halls/Workshops
- Support programming maps for the visually impaired

CABINET OF COMMISSIONERS

Commissioner Positions Assessment and Viability

- Veterans Commissioner: Post Veterans Resource Center Development and High Capacity Functioning
- Housing Commissioner: Post Resident Hall Association Development and High Capacity Functioning
- Environmental Affairs Commissioner: Post Cal State LA Campus Sustainability Committee Development

Housing Climate Assessment Survey

- Present survey results to all stakeholders (Title IX Coordinator, Dean of Students, Housing)

Housing Commissioner Support Meeting

- Schedule a meeting w/ Director of Housing Services to review expectations
- Develop clear working relationship guidelines (ASI, RHA, and Housing)

PR & Marketing Commissioner Rolodex

- Finalize Fall Calendar text and prepare storage for the planners delivery
- Identify campus “influencers” and begin networking
- Create “ASI Summer at a Glance” Press Release
- Build the Fall Semester Tabling Initiative
- Have Max join the Cal State LA Social Media Group
- Include Max in the ASI Marketing Committee and smart phone app discussion

Elections and Orientation Commissioner

- Monitor and report back on any restructuring conversations within the Exec Committee
- Refurbish the debate format and advertisement

Spirit Commissioner

- Monitor the “Listening and Learning Tour” and prepare Diana for the upcoming Athletics Collaboration Group meeting
- Brief ASI stakeholders on the pending MOU with regards to ASI Spirit Commissioner and SAAC membership



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LEGISLATIVE AFFAIRS & CIVIC ENGAGEMENT

National Voter Registration Day

- Coordinate budget and outreach standards with NVRD National
- Develop program logistics and secure participants
- Confirm Green Room Space (if needed)
- Work with Scheduling to identify classroom impact
- Verify security confirmation with Rick Wall and Jonathan Avalos
- Identify any major speaker off-campus security detail
- Secure parking for major speaker entourage
- Identify media coverage and needs (e.g. satellite stations on-site)
- Connect with Cal State LA Public Affairs
- Build-out webpage
- Develop pre and post-event press release
- Decide on live coverage and production team
- Secure UAS Hospitality for pre and post-event provisions
- Reserve UAS Loading Dock for major speaker entrance
- Verify outreach to Cal State LA Administration
- Build out Space Reservation to anticipate (media and question vetting stations)
- Contract additional equipment vendor (sound, stage, and lighting)
- Identify number of ASI volunteers and responsibilities (handlers, ushers, etc.)
- Identify student leader roles (speakers, voter registration leads, talent and major speaker handlers, etc.)
- Develop a publicity campaign with ASI Graphics and step and repeat purchases
- Contract official photographer or use ASI Graphics
- Work with Cal State LA Public Affairs to create podium setups (including water, pens, notepads, etc.)

Lobby Corps Clinic and Activist Handbook

- Develop an activist's process map and resource guide
- Vet materials with campus stakeholders (CCC, Dean of Students, CARE Team, Public Safety)
- Publish Lobby Corps Clinic materials and resources
- Manage webpage updates
- Support Facebook Live events with closed captioning options

Civic Learning & Democratic Engagement Knowledge Community

- Formalize both sets of competencies notes
- Recruit for open leadership positions
- Buildout the announcement and info page
- Bring in the state reps
- Develop "WRC Spotlight" relationship
- Develop/Facilitate WRC Student Activists Roundtable



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Campus Affairs Representative Redirect

- Look at the position as ASI's Chief Diversity Officer
- Apply diversity, equity, and inclusion into the focus of the position
- Seek inclusion on the Campus Climate Committee
- Develop campus programming survey in conjunction with the CCC and CSI pro staff
- Support the development of a campus major events committee

CAMPUS COMMITTEES AND COLLABORATIONS

Campus Partners – Publicity Campaigns

- Cal State LA Sustainability Committee – Trash Sorting Publicity Campaign
- Career Development Center – Eagle iJobs Rebranding Campaign
- Cal State LA Library – Window Decals and Imaging

Food and Housing Security Task Force

- Follow-up on EnrichLA Ranger visit and development
- Follow-up on connection w/ LACOE and develop stop-gap measures
- Seek EBT Certification for Farmers Market
- Host CalFresh at the Farmers Market
- Monitor CalFresh CA legislation

Athletics Collaboration Group

- Follow-up on MOU with ASI ED, Cal State LA Assistant Dean and Athletics Leadership
- Develop second draft of the MOU with stakeholder suggested edits

Student Life Strategic Planning Implementation Committee

- Advertise upcoming presentation of this and other working group presentations
- Relate and offer as supplemental information to the ASI Strategic Plan: Summer Retreat Review

ALTERNATIVE BREAK

Peru 2018

- Celebrate the Federal Credit Union deferred loan option and contribution for 2017
- Build Cuba 2017 Celebration and Donor Interest webpage
- Help revamp the curriculum using newly acquired Ask Big Questions resources
- Submit non-credit certification request to PaGE for review
- Approach the Alumni Association Board about funding support
- Assist in developing the 2018 chaperone team

BUDGETS AND FUNDING

Programming and Advocacy Budget

- Monitor the development of the 2017-18 Budget
- Identify new funding avenues (i.e. obtainable government, corporate, and private grants)