



PROJECT LIST – MARCUS A. RODRIGUEZ

PERSONNEL MANAGEMENT

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

- Embed relevant Policy 115 text and learning outcomes into student job descriptions
- Introduce the “Career Checkpoint” Student Employee Development Program
- Assist Dena with facilitation - Student Front Line Staff: Recruit, Train, & Retain Students to Create Positive Customer Service Experiences and Exceed Institutional Expectations

Entry to Mid-Level Staff Evaluations: Professional Competency Areas

- Consider Policy 110 as part of an expansion of full-time staff evaluations that also include 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

Parliamentary Procedure Workshops

- Provide for web-based courses for training via the National Association of Parliamentarians for all ASI members.
- Provide for parliamentarian certification for ASI Justices via the National Association of Parliamentarians.

Summit on (De)Institutionalizing Islamophobia

- Schedule 2nd debrief and plan for a conversation with the Muslim Student Association
- Continue the conversation about “campus climate” and the amplification of student voices

City Impact Lab

- Promote Social Impact Breakfasts and identify new programming collaborations

PBI Policy Conference

- Support a debrief that continues to ask ASI to think about working with City Hall in regards to civic participation and student impact.

Student Leadership Trainings and Summer Retreat

- Work with CSI to develop a major speaker/presentation for the Spring Semester
- Consider LeadersShape Resilience Professional Development Workshop for Spring Training
- Contract the Downtown Campus for the 2018 Summer Leadership Retreat

CSI Club Spring Mini-Conference

- Help identify possible sessions, learning outcomes, and assessment opportunities
- Align student leadership training and ASI club support workshops
- Secure funding for spring hospitality



ACADEMIC SENATE AND SHARED GOVERNANCE COUNCIL

ASI Academic Senate

- Introduce Student Impact Statements mirrored on the City of Los Angeles Neighborhood Impact Statements

Open Deliberation Event

- Track UAS Hospitality and equipment order
- Monitor event partner outreach, recruitment, and tabling placement
- Oversee the distribution publicity and marketing
- Produce event program and/or moleskin takeaway with info pages
- Create event evaluation forms

ON HOLD: 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

Spirit Collaboration Group (SCG)

- Prepare for ASI presence at the Volleyball PINK Game on OCT 13 (fight song cards, Golden Eagle Radio contract, pink rally towels)
- Prepare the SCG for Homecoming planning benchmarks
- Connect Student Athlete Advisory Committee and Cal State LA Cheer with the SCG

Commissioner Positions Assessment and Viability

- Veterans Commissioner (Representative): Waiting to identify how the student will be chosen by the VRC and be compensated
- Housing Commissioner (Representative): RHA has put forth their representative and is waiting for compensation update
- Environmental Affairs Commissioner: Pending appointment, need to formally incorporate the commissioner into the Cal State LA Campus Sustainability Committee

Housing Climate Assessment Survey

- Look at survey results through the lens of the ASI Strategic Plan and possible referendum

PR & Marketing Commissioner Rolodex

- Build the campus “influencers” network



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- Have Max develop a Cal State LA Social Media Group report
- Prepare a smart phone app update for the ASI Board

Elections and Orientation Commissioner

- Introduce the student employee model
- Refurbish the debate format and advertisement

LEGISLATIVE AFFAIRS & CIVIC ENGAGEMENT

National Voter Registration Day

- Produce debrief package for National that includes pictures, video and all marketing materials, including the pledge cards
- Forward participant numbers including pledge card and voter registration numbers

Assembly District 51 Run-Off Debate

- Outreach to and confirm both candidates
- Vet candidate riders and ask lists
- Host a meeting with the U-SU Support Staff
- Develop marketing strategy
- Monitor student participant training through PBI
- Handle all public affairs and media outreach and inquiries both on and off-campus
- Field co-sponsorship requests and event incorporation
- Assess parking and security needs
- Develop contact lists, timeline, agendas and event script and run-down

National Debt Program

- Secure walkway space confirmation for October 26 from 3:30 to 7 pm
- Develop program publicity and marketing campaign
- Look for faculty and department partnerships
- Purchase additional whiteboards (rolling and mini's w/ ASI logo)
- Acquire decorations and giveaways

DACA Support

- Continue the webpage build and monitor social media and news for updates
- Assist the DRC with Finance Committee report and 2018 funding proposals
- Reach out regarding programs/major speakers co-sponsorship

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



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- Design formal announcement of WRC events, including the KC Spotlight Sessions, walking tour and service project, and activists' roundtable
- Prepare materials for the KC Fair
- Continue outreach to the CLDE Meeting Planning Team
- Develop partnerships with PBI and the Center for Engagement

Campus Affairs Representative Redirection

- 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 Civic Entrepreneurship Initiatives

Food and Housing Security Task Force

- Support Zermeen as the newest member and help her introduce the homeless student care kits
- Follow-up on EnrichLA Ranger visit and development
- Seek information about the LA Homeless Services Authority Higher Ed and Homelessness Workgroup
- Follow-up on connection w/ LACOE and develop stop-gap measures
- Finalize EBT Certification for Farmers Market
- Host CalFresh at the Farmers Market

Student Life Strategic Planning Implementation Committee

- Relate and offer as supplemental information to the ASI Strategic Planning Committee

ALTERNATIVE BREAK

Peru 2018

- Register participants in the PaGE sponsored ASI Service Learning certificate course
- Prepare options for independent study and special project proposals
- Revamp the curriculum using newly acquired Ask Big Questions resources, Civic Entrepreneurship Core Team input, CAPS questionnaire and presentation, SLO support
- Meet w/ the Federal Credit Union to discuss deferred loan option and contribution for 2018
- Build Donor Interest social media toolkit
- Develop an AB Risk Management Folder noting protocols, on-site resources, conduct and liability forms
- Approach the Alumni Association Board about funding support
- Assist in developing the 2018 chaperone team with new ASI Teaching Assistant – Community Affairs Representative



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BUDGETS AND FUNDING

Anna Bing Arnold Children's Center Garden Proposal

- Vet the proposal and prepare a presentation for the ASI Finance Committee that incorporates Facilities, Planning and Construction review and Risk Management sign-off.

ASI Leadership Training and Retreat Budget Expansion

- Prepare a proposal for the Fall 2018 off-campus experience

Homeless Care Kits

- Explore resources (e.g. <http://www.portlandrescuemission.org/get-involved/learn/pack-a-care-kit/>) and costs related to packaging and distribution

Programming and Advocacy Budget

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