***Adams State University***

***AS&F Strategic Plan 2016-2017***

Initiative \_\_\_\_\_\_\_\_1) Funding & Finance\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 1) AS&F Funding Process is Effective and Efficient | 1) Hold Debriefing Meetings after Each QuarterlyWith Club Treasurers | The Week of Each Quarterly | Clubs | VP of Finance Lopez | Awareness of specific issues clubs face with the funding process | Issues regarding funding processes are alleviated efficiently | 2.1 & 2.6 |
| 2) Discuss the idea of Unequal Distribution of Quarterly Money with the Senate and Clubs through a presentation | October 24th | Clubs | VP of Finance Lopez | Club feedback and the improved distribution of money to where quarterly funding is most necessary | 3rd and 4th quarterly go more smoothly with proper allocation of funds | 2.1 |
| 3) Clubs and Departments are aware of all funding avenues (Quarterly & CIF) and present to Faculty Senate | End of Fall Semester | Clubs and Departments | VP of Finance Lopez & VP of External Owsley | Continued advertising with enhanced focus on the CIF and the opportunities it presents | The most appropriate funding option is taken in each situation | 2.1 & 3.4 |
| 2) CIF-Benefits, Use, Effect | 1) Explanatory Senate Presentation with intended and appropriate means of employing the CIF | October 10th | Clubs and Departments | VP of Finance Lopez & President Cleary | Campus Wide events will be encouraged to ask for CIF funding, instead of quarterly funding | Campus events will be funded through the CIF and not quarterly funds | 2.1 |

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
|  | 2) Encourage use of CIF when possible and aid applicants in the process | Ongoing | Clubs and Departments | VP of Finance Lopez | Create and advertise a second CIF proposal for first semester, in which all potential applicants are encouraged to apply | Multiple Valid requests for each round of CIF proposals | 2.1 & 2.3 |
| 3) Improve and Promote Avenues for appropriate Club Funding | 1) Make the Avenues for Club Funding Clear with Definitions | November 21 | Clubs | VP of Finance Lopez & Executive Secretary Rivale | Clubs fully understand the different ways to fund their events and travels | Clubs will understand the different ways in which they can ask for funding | 2.1 & 2.3 |
| 2) Work with the Budget office to implement a Rollover Process | By 3rd Quarterly | Clubs | VP of Finance Lopez & President Cleary | Clubs have an easier method of asking for funds for events not within the scope of the fiscal year | A Rollover Process is implemented allowing 4th quarterly funding to transition between fiscal years more easily | 2.6 |

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Initiative \_\_2)\_Evaluate The Structures and Processes of AS&F\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 1) Committees are intentionally structured to meet the emergent & ongoing as needed | 1) Ad-hoc committees created as necessary | Ongoing | President Cleary | President Cleary | Committees are efficiently formed in a timely manner | At least 5 ad-hoc committees are created this year  | 2.1 & 2.4 |
| 2)Promote better participation in committees | Ongoing | Campus wide | Chief Justice Davis | Better organization with well supported decisions | Increase of seats on committees by the end of the year | 2.1, 2.4 & 2.5 |
| 3)Evaluate the need for a marketing committee | October 10th | N/A | VP of External Owsley | Discussion with Senate on Marketing Committee, Recruit. | Committee is formed and the committee’s objective to better market to our student body is complete. | 2.5 |
| 2) Improve AS&F process and participation in elections | 1) Market that elections are open to run and vote and make voting easier and more available | February 2017 | ASU students and potential board/Senate members | VP of Internal Wilson | Multiple voting avenues made available and running well ahead of time | Increased participation in the spring general election | 2.1 & 2.5 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_2)\_Evaluate The Structures and Processes of AS&F\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 3) Clubs have the necessary structure to function smoothly | 1) Hold advisor meeting with all club advisors  | Once a semester (By end of fall semester and one beginning of Spring semester)  | Advisors for clubs on campus | Executive Secretary Rivale | Advisors will be enabled to have communication with one another on campus  | A meeting with all advisors takes place | 2.3 |
| 2) Hold Club Presidents Meeting | Once a Semester | All club presidents on campus  | VP of Internal Wilson | All club presidents will be able to have active communication and collaboration opportunities with one another. | Meeting each semester meeting with the presidents of all clubs takes place | 2.5 |
| 3) Transition Clubs Effectively to use and understand the Club Handbook | On Going | Club Representatives and club members | VP of Internal Wilson | Clubs will understand the club handbook and can be passed down to club representatives in order to create an understanding of how AS&F recognized clubs will operate.  | Discussion with Clubs to create open communication for misunderstandings in the handbook and passing on the handbook to new Representatives at the end of the academic year.  | 2.5 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_2)\_Evaluate The Structures and Processes of AS&F\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
|  | 4) Facilitate club use of Check I’m Here | On Going | Clubs and club advisors | VP of Internal Wilson | Clubs will use Check I’m Here for all club sponsored events as well as to check in and receive points for participating in university wide events. | Meetings will be held to help aid in understanding the Check I’m Here program. Clubs will use this program to advertise events and receive points.  | 2.5 & 2.6 |
| 5) AS&F Senate has the necessary foundation to transition smoothly from year to year | 1) Improve transition process with binders and shadowing | End of Spring Semester | Executive Board | Chief of Staff Fischer | Binders will be clear and complete with ample shadowing opportunities.  | Transition to 2017-2018 Executive board is smooth and new board members feel confident in their roles. | 2.4 & 2.6 |
| 2) Transition retreat with outgoing and incoming executive team members.  | May 2017 | AS&F outgoing and incoming executive team  | Executive Secretary Rivale | Outgoing team will meet with incoming team, enabling a smooth transition from one e-board to the next.  | Retreat in May 2017 is finished  | 2.4 |

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Initiative \_\_2)\_Evaluate The Structures and Processes of AS&F\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
|  | 3) Learn how to create an effective transition binder/ shadowing session | April 2016 | Executive board members | Chief of Staff Fischer | Executive board will have the tools necessary to develop their own transition binders and shadowing plans to assist in the transition of new executive board members. | 2016-2017 executive board members have a completed transition binder developed on their own accord and completed a shadowing session with new members. | 2.4 |
|  | 4) Implement transition binder process for senators. | May 2016 | Senators | Chief of Staff Fischer | Senators will complete a transition binder detailing the processes and duties of their roles for future senators before leaving on summer break. | Senators have a completed transition binder. | 2.4 |
|  | 5) Outline the duties of the Program Assistant in the bylaws | End of the fall semester | Executive board/Senate | Chief Justice Davis | Provides a better understanding of the duties and responsibilities of the Program Assistant position | The bylaws have been appropriately changed | 2.1 & 3.3 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_3)\_Communication & Student Advocacy\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 1) AS&F is well represented through a process of shared governance. | 1)Inform and educate the ASU Board of Trustees about the current operations of AS&F  | Ongoing  | ASU BOT | VP of External Owsley | Update the Trustees on the current operations of AS&F, as well as asking the board of how AS&F can better work with them.  | Cohesive Communication between AS&F and BOT  | 2.6 |
| 2)Inform and educate the Faculty Senate about the current operations of AS&F and explore voting power | Ongoing  | Faculty Senate  | VP of External Owsley  | Attend all Faculty Senate meetings and update their senate on the current operations of AS&F | Cohesive Communication between AS&F and Faculty Senate | 2.6 |
| 3) Colorado Student Government Coalition  | Two meetings per semester  | Students enrolled in the State of Colorado higher education system  | President Cleary | Attendance in person or via skype at all CSGC meetings | CSGC produces multiple resolutions to the state legislature  | 4.1, 5.6 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_3)\_Communication & Student Advocacy\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
|  | 4)Represent AS&F and ASU at the State Level | February 16-17th | Colorado State Government  | VP of External Owsley,Everyone | Attending the ASU Capital Days  | Build Connections with State Legislators while gaining a better understanding of TABOR and State funding | 2.6 |
| 2) Student Concern Process is concise and delivers results in a timely manner | 1)Accurately follow up on concerns in a timely manner | Ongoing (By the following meeting after the student concern was voiced) | Students | Chief Justice Davis | Students expect to receive a response about their concern  | A response to the concern is addressed | 2.1 & 2.6 |
| 2) Train Senate on student concerns process and procedure | October 30th | Students | Chief Justice Davis | Student concerns will be voiced and responded to appropriately on the basis of a better understanding | A follow up report on the concerns will be presented at each meeting | 2.1 & 2.6 |
| 3) Provide a way for students to voice student concerns online | End of fall semester | Students | Chief Justice Davis | Students will have easier access to voice their concerns | A presentation to the Senate will explain the new form and how to use it | 2.1 & 2.6 |

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Initiative \_\_3)\_Communication & Student Advocacy\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 3) AS&F accurately represents student voices | 2) Enable senate in asking tough questions by creating an informative presentation  | By the end of Fall Semester | Clubs representatives at AS&F  | Executive Secretary Rivale | Welcoming environment that maintains professionalism and formulates tough questions in an appropriate manner.  | Senate speaks freely without fear of repercussion for voicing input | 2.4 |
| 2) Create a formalized process for resolutions | End of the Fall Semester | Students | Chief Justice Davis | A clear and concise process will be available | The bylaws are amended | 2.1 |
| 4) AS&F actively protects student’s rights | 1)Educate Senate members on FERPA, Title IX and appealing grades | Ongoing | Students | Chief Justice Davis | Students have an understanding of FERPA, Title IX and the grade appeal process | A presentation will be given before the Senate | 2.1 & 2.6 |
| 2) Train and educate the Senate on what rights students have and incorporate the student handbook | Ongoing | Students | Chief Justice Davis | Students develop a good understanding of their rights on campus | Less questions about students’ rights | 2.1 & 2.6 |
| 3) Educate Senate on the Housing rights of students and ASUPD’s involvement | Ongoing | Housing & ASUPD | VP of Internal Wilson | Students develop an understanding of their rights in regards to on campus housing | A presentation given by ASUPD officer and Current RD or Mark Pittman | 2.1 and 2.6 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_4)\_Strengthen Avenues for Campus-wide Engagement\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 1) Collaborate with university departments regarding campus events.  | 1) Present campus event form to senate | October 24th | AS&F Senate and Club Members | VP of Internal Wilson | Event planning and collaboration will be easier to understand and view on an online format  | Event follow through with online program/app | 2.5 & 2.6 |
| 2) Sit on committees in order to assist in large scale event planning. | Ongoing | Students | Chief of Staff Fischer | Campus-wide events will run smoothly and engage clubs and general ASU students | Events run smoothly with high rates of attendance | 2.5 |
| 2)Spirit Police Encourages School Pride | 1)Order t-shirts and other ASU gear for spirit police to pass out with CIF help | End of 1st Semester | ASU Campus | VP of Internal Wilson | Order apparel for spirit police to aid in increasing school pride | Presentation and proposal to CIF for funding. Shirts and gear being bought and handed out  | 2.5 |
| 2) Decide on Spirit Police Dates | October 10th | Spirit Police Committee | VP of Internal Wilson | Plan dates in relation to larger events on campus, such as Homecoming or Involvement Fairs | Dates put into effect | 2.5 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_4)\_Strengthen Avenues for Campus-wide Engagement\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
|  | 3) Help create police force and encourage to participate in large university events. (Homecoming, Grizzly Daze) | October 24th | ASU Campus and AS&F | VP of Internal Wilson | Announce at meeting, pass around signup sheet for people who are interested.  | Members active in campus events.  | 2.5 |
| 4) Explore use of CIF for funding spirit police. | November 7th | Spirit Police Committee | VP of Internal Wilson | Funding by CIF to spend on gear for spirit police. | Spirit police will be funded by CIF. | 2.5 |
| 3) AS&F works in conjunction the Student Body to break down divisions across campus | 1)Fill all available Senate Positions  | End of Fall Semester | Student BodyDepartments AS&F Senate | President Cleary | Senate opportunities are effectively marketed | All Senate seats filled | 2.1, 2.4, 2.5, 2.6 & 5.4 |
| 2)Investigate & determine the exact College Service Fee breakdown | End of Fall Semester | All AS&F dues paying members | President Cleary & VP of Internal Wilson | Request reports from all relevant entities | Exact breakdown of the college service fee | 4.2 |
| 3) Use CITs to increase involvement | Ongoing | ASU students | President Cleary & VP of External Owsley | Individuals meet with their CITs to come up with various pathways to change our general education requirements. | Determined by the CIT committee as a whole. Gen eds are changed. | 1.1 & 1.3 |

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***AS&F Strategic Plan 2016-2017***

Initiative \_\_5)\_Facilitate Student & Community Relations\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 1) Facilitate the development of a sense of community within the students  | 1)Promote community events | Ongoing  | AS&F Senate and ASU Campus  | Chief of Staff Fischer & VP of Internal Wilson | Students will have a way to know what community events are going on.  | Active reminders during meetings of what the community is doing and reaching out to community organizations to come speak to the Senate about their events | 5.1 & 5.3 |
| 2) Build connections with City Council and local governments. | Ongoing  | City of Alamosa  | VP of External Owsley | Attending City Council meetings and potentially become part of their agenda | AS&F has strong relationships with our local government and members of City Council  | 5.4 & 5.6 |
| 3)Educate Clubs on community service | October 24th | AS&F Senate and Clubs | VP of Internal Wilson | Clubs will gain an understanding that community events will help get their clubs actively involved in the community while having the opportunity to receive points.  | Clubs start to participate in community service while tracking activity through Check I’m Here | 5.3 |

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Initiative \_\_5)\_Facilitate Student & Community Relations\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Objectives** | **Actions** | **Timeline** | **Stakeholders** | **Responsible Person** | **Measures/ Outcomes (with timeframe)** | **Indication of Completion** | **ASU 2020 Plan Alignment** |
| 2) Serve as a conduit for 2016 election engagement | 1) Host a political debate on campus | October 21st  | Adams State campus & surrounding community  | President Cleary | Contact all relevant persons/party to provide equal opportunity | Debate occurs on Adams State Campus | 3.1, 5.1 & 5.4 |
|  | 2)Provide ballot initiative education | November 8th | Adams State Campus Community | President Cleary | Continued work w/ CEEP, to provide multiple forums for education | A minimum of three educational opportunities have been provided | 1.2 & 2.4 |
| 3) Become a national model for Student Government standards | 1) Host Lynchburg  | October 31st  | Lynchburg University | Faculty Advisor Miltenberger | Effectively communicate the means by which AS&F operates. | Lynchburg has the necessary tools to develop a similar model of governance. | 5.6 |
|  | 2) Film quarterly meeting | September 26th  | Lynchburg University | Faculty Advisor Miltenberger | Effectively communicate the means by which AS&F operates. | Film is available on YouTube. | 5.6 |
|  | 3) Develop a presentation proposal to submit to a national conference. | End of Spring semester | Executive board | Chief of Staff Fischer | Pick a topic and create a professional proposal to lead a conference seminar | Proposal accepted by a national conference for AY17-18 | 5.6 |