USG At-Large to the Institution Monthly Report 18’-19’

Month, Officer: October, Brett Yoder

Present items

- updating committee rosters (in Google Drive and Word)
  - collecting meeting schedules (frequency, time, etc.) along with initial reports
  - contacting First-Year Representatives for committee sign-ups
    - Brock Gagna (Public Safety, Food Services, RHA), Jessie Hiatt (Publicity), Emily Rotert (Food Services, Into the Streets)
- created the Google Sheet for easy access of basic committee info while the document is not on Canvas
- revising the Canvas assignments for committee reports
  - adding new committee members to the assignments
  - changing availabilities and due dates to accept responses for late submissions
- trying to think of new ways to branch out in the At-Large to the Institution position
  - spoke about with Becca, mentioning networking of existing committees or institutional organizations with USG initiatives and planning
  - interested in increasing connection of Mines with USG activities (possible non-issue)
- attended Board of Student Media meeting (Oct. 29th) with Communications Director Nadira Surghani
  - discussed the role of USG in promoting BSM and connecting it with other student org’s on campus (i.e. reduced advertising and publishing prices for Mines groups)
  - USG volunteered its social media accounts to support the posting and material of BSM social media presence

Action items (next month)

- taking action on committee reports
  - collecting overdue reports for past meetings and communicating with responsible USG reps
  - updating assignments in Canvas page for expected reports
  - uploading collected reports into Files on Canvas site, organized by Committee
- attend Leadership Breakfast with Mines Administration (Nov. 9th) after flag ceremony for Veteran’s Day
- gain more knowledge around interactions of the institution with USG and brainstorm improvements/expansions on them
• communicate with Amanda Field on sending information on initiatives out to student org’s or faculty and administration (schedule meeting?)

**Announcements**

• USG reps should be filing committee reports with the approximate minutes of the meetings including all pertinent information and updates to the Senate

**People in contact with:**

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