Associated Student Government Executive Team Meeting

August 24, 2022

I. Call to Order

II. Special Reports
   a. Advisor: JD
      i. ASG Budget Submission Form
         1. Find on HogSync, tracks what is being spent & who is spending what
         2. JD goes through and approves, then goes to Shaina
         3. PCard v PO v Worktag
         4. PRIZES! Ensure you can give them away.
         5. Official Function Form & Post Event Evaluation forms mandatory
         6. SAVE YOUR RECEIPTS.
      ii. JD is here for you! Do not be afraid to ask for help.

III. Reports
   a. President
      i. DTE: Defining the expectations
         1. Create your own roadmap. Keep your calendar up to date & use everyone else’s calendar. Communicate when you are feeling overwhelmed. Be at Senate & Cabinet.
         Tuesdays are for ASG 😊
      ii. Office hours redo due the 29th
   b. Vice President
      i. Homecoming applications open, Family of the Year Sept 17
      ii. Remain unbiased during Homecoming election season & ASG election season
   c. Secretary
      i. Marketing forms NEED to be 3-4 weeks out
ii. Share the graphics...

iii. **ASG Weekly content due BEFORE EXEC ON MONDAYS**

1. Email Ryan Hatch, CC KG

d. Treasurer
   i. Refocusing OFA office hours- outreach and engagement
   ii. Installing leadership opportunities within OFA

e. Chair of Senate
   i. Collaborate with senators! Reach out.

f. Chief of Staff
   i. [Asgweb@uark.edu](mailto:Asgweb@uark.edu) not active right now- use [asg@uark.edu](mailto:asg@uark.edu) for website related things
   ii. International Student Game Day Sept 10, Glow Run Oct 4, Hot Dogs with Head Hogs Sept 2

g. Chief Justice
   i. Advertise the Senate vacancies

h. Membership Development Coordinator
   i. Attend FLF & AMP when you can.

   **ii. Sept 11 from 12:00-4:00 ASG RETREAT**

IV. Announcements

V. Discussion

VI. Adjournment