



## 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 29<sup>th</sup>**
  - 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