

Noor Sulaiman
ASI NSM Director

To: **Vacant**
2020-2021 ASI NSM Director - Elect

From: **Noor Sulaiman**
2019-2020 ASI NSM Director

Subject: **End of the Year Report**

Introduction

To the next ASI NSM director, congratulations!! I am happy that you have took the initiative to represent the NSM college on the ASI board. Getting adjusted to your position will take a bit of time, so I hope this transition report will help you a bit.

Good Luck!

Internal Committees

ASI Student Social Justice and Equity – SSJ&E

The SSJ&E committee is responsible for presenting to the ASCSUS Board of Directors issues pertaining to social justice and equity, which may or may not be directly related to education. The committee is responsible to coordinate events and collaborate with on campus partners to provide students-at-large with information surrounding Social Justice & Equity.

While serving on the SSJ&E Board, I was the vice chair of the committee. We held a diversity forum in Fall 2019 and invited speakers from different backgrounds. The idea behind the forum was to show that despite our differences we can be united. We all have shared experience after all, and the feeling of not belonging is common. We had a turn out of about 40 students.

In end of 2019, we started a Diversity week initiative in collaboration with campus partners such as CDI, and SO&L. The diversity week was to happen end of March, but with campus closure we had to cancel related events. Clubs, and various campus organizations planned to participate by holding their diversity related events during Diversity week.

Time spent in SSJ&E was absolutely rewarding. Being with likeminded people allowed me to accomplish a lot. If you are interested in Social justice, Diversity, and Eliminating disparities,

this is an amazing internal committee to be on. Similar committees are the Diversity council, which is a faculty senate committee. The Diversity committee ASI designee is assigned as the president of SSJ&E, so you would need to have time for both committees.

University Committees

NSM Academic Council

The Council provides the College with an appropriate means for planning and conducting the College's educational programs, including shared responsibility with the College Administration and Departments for policies, goal setting, resource allocation, judicial review, student affairs, planning, development, and approval of programs and courses, the setting and maintenance of the standards of instruction, and the setting of standards for hiring, promotion and tenure.

As the ASI NSM Director, you are expected to set on the NSM Academic Council to represent the student voice of the NSM Council and be a voting member. If you have a time conflict (Tue 9-10:30), you can find a student representative who can fill in your position, and they can share with you meeting notes and announcements. Being on this committee will help you understand the NSM college structure and plans for the academic year. Being part of the committee will also allow you to get in touch the college dean, vice deans, and some department chairs and representatives.

P.S: this committee have very high expectations. You will need to come prepared to all meetings and present your best work.

Committee on Diversity and Equity - CODE

CODE is a faculty senate committee that aims to address issues of diversity and equity for faculty. I personally would not recommend setting on this committee. CODE is not a very active committee, and there is a lack of attendance from members.

NSM Dean Search Committee

This NSM Dean Search committee is formed by the provost office and aims to find the next NSM Dean. The committee only forms when the position opens. I served on this in this committee in Spring 2020 to represent student voice. The committee was suspended due to campus closure.

Accomplishments

Strategic Priorities

1.5.1 Promote the CHESS Conference Attendance

Complete. Responsible to help advertise for the CHESS applications. CHESS is an annual event that CSSA holds, which addresses issues in higher education such as equity, basic needs, and graduation requirements. ASI has a CSSA Liaison that could help better understand what CSSA is and what CHESS aims for.

2.2.2 Advocate to have ASI info on My Sac State Channel

Complete. We aimed to give students easier access to the ASI website by having a link on the main Mu Sac State page. IRT has helped accomplish this task.

4.1.1 Promote Career/academic focused campus programs

Complete. This was done by utilizing our Instagram platforms to share information about events held by campus partners.

4.1.2 Assess the feasibility of an online platform compiling career/academic initiatives across campus partners

Not feasible. A system already existed so we didn't have to create another.

4.1.3 Investigate current strategies being used by departments to support career/academic success

Complete. You will be meeting with the dean once a month to share progress and goal for the semester.

4.1.3 Assess the feasibility of interdisciplinary Alumni/Professional speaker program

The events have been cancelled to ensure social distancing. Through NSMJC, we were planning to hold a "Mindfulness in STEM", and a "Diversity in STEM" events in collaboration with clubs in NSM college, and the colleges of HHS and ECS. I would recommend trying to hold those events next semester.

I have restarted the joint council in Fall 2019. You will need to announce vacant positions next semester to ensure the continuity of the council. I would recommend either emailing the clubs or emailing SEE to announce the vacancies, you could also post flyers or use Instagram. After finding board members, make sure you finish the club contract and “Nuts and Bolts” through SO&L. Do this early on, so you can proceed with club activities.

NSMJC is probably your best method to reach to clubs and students as a director. I found it to be the only effective method. Stay in contact with club leader and always remind them to share with their members any announcement. Also remind clubs to invite members to meetings.

Possible events:

- NSM Club Kick Off: you will need to gather clubs and invite them to take part of the event. The club kick off will help students learn more about the clubs. This event was very fun last semester and clubs loved it. We had donuts (krispe Kreems) and coffee, and all participating clubs had either demonstration or activities for students.
- Turkey Bowl: annual fall event before thanksgiving. In collaboration with ECS. The colleges compete by bowling to win a turkey bowl cup. During the event, donations should be collected (could be part of the competition) and sent to the Food Pantry.
- Game Night: in collaboration with see or only other clubs. Hold a fun night for clubs and students to enjoy. Some board games, or electronic ones, and of course some food.
- Mindfulness in STEM: in collaboration with SACNAS. Inviting the Well, and other organizations to learn best practices to cope with stress and anxiety.
- Diversity in STEM: we planned to invite alumni and/or professors to talk about diversity and its importance and how it contributes to the TSEM field.
- You might be contacted by a chem professor to host a speaker from UCSF.

Always get room reservations early to ensure you have the time and place you want. You could also hold biweekly meetings.

I will send you through email any NSMJC related documents, logos, etc.

Noteworthy Events

ASI Meetings

10/23/2019 Formal ASI Board Meeting
10/30/2019 Working Board Meeting
11/5/2019 Formal Board Meeting
11/13/2019 Working Board Meeting
12/4/2020 Formal Board Meeting
01/29/2020 ASI Working board meeting
02/5/2020 Formal Board Meeting
02/12/2020 Working Board Meeting
02/19/2020 ASI Formal Board Meeting
02/26/2020 ASI Working Board Meeting
03/04/2020 ASI Formal Board
03/11/2020 ASI Working Board
03/18/2020 ASI Formal Board
03/19/2020 ASI Special Board Meeting
03/25/2020 ASI Working Board

ASI Events

9/12/2019 ASI Block Party
9/13/2019 ASI Feel Good Fridays
9/20/2019 ASI leadership Platform
10/31/2019 NSM Spook Fest
01/16/2020 ASI Board Mid-Year Retreat
11/19/2019 “Different, Yet United: a Panel on Diversity and Inclusion”
02/14/2020 ASI How to Run for Office Workshop

University/Constituent Events

9/06/2019 DRC Open House
9/18/2019 Ernest Shannon Science Complex
10/21-22/2018 Causeway Classic Blood Drive
10/22/2019 Spilling the Tea with SEE
10/24/2019 NSM Research Symposium
10/26/2019 Fall in Love with Sac State
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11/5/2019 SEE Program Orientation
11/8/2019 SEE Program Orientation
11/18/2019 CODE Meeting
11/18/2019 Women in STEM presentation
01/15/2020 SO&L Leadership Conference
01/16/2020 Campus President's Spring Address
01/20/2020 Martin Luther King Day
01/21/2020 First day of classes
01/23/2020 Census Group Photo Shoot

01/24/2020 NSM Dean Search Organizational Meeting
01/24/2020 Census 2020 Filming
02/09/2020 JC-Penny Suit up Event
02/13/2020 Count Your Loved Ones Census Event
02/17/2020 NSM Dean Search Committee
02/21/2020 NSM Dean Search Committee
02/28/2020 Meeting NSM Dean
03/2/2020 CODE Meeting
03/06/2020 Women of Influence Meeting
03/07/2020 NSM DEAN Search Committee

Classroom Presentations

02/20/2020 ASI Classroom Presentation
02/28/2020 ASI Classroom Presentation

Club Presentations

02/25/2020 Pre-Dental Club Presentation
03/03/2020 NSMJC Club Meeting

Legislation

I recommend reviewing Operation Rules and working on ensuring the transparency of them. So that if an issue comes up, you have the operation rules to use.
You could also use strategic priority fund to help fund some of the vents to be held.

Last Tips

Remember to keep track of every event or activity you take part in, it will make writing your board reports easier. Also, use a calander to log in all events and meeting. You can also use your calander to block study time.

If you have questions, please do not hesitate to talk to me. I will reply as fast as I can. Also, I might be working with the Center of Science and Math Success, so stop by of I am indeed there. 3rd floor of SQU.

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