

UCF STUDENT GOVERNMENT

# ADSPB One Year Plan

## 2021-2022

### PURPOSE

- ✦ The purpose of the Agency and Department Strategic Planning Board (ADSPB) board shall be to foster collaboration among Student Government Affiliated Agencies and Departments, and review, evaluate, and structure their short and long-term policies, procedures, regulations, and programming.

### CURRENT MEMBERS

- ✦ Activity & Service Fee Business Office: Dr. Brenda Posey
- ✦ Campus Activities Board: Sesina Ermias
- ✦ Homecoming: Erykah Tomlinson
- ✦ Knights of the Round Table: Jayla Day
- ✦ Knight-Thon: Sophie Sajecki
- ✦ Late Knights: Karina Bustos
- ✦ Multicultural Student Center: Natasha Han
- ✦ Office of Student Involvement: Shane Juntunen
- ✦ Recreation and Wellness Center: Jim Wilkening & Sarah Hunt (Designee)
- ✦ Senator at Large: Cheska Magdadaro
- ✦ Student Development Enrollment Services Rep: Mark Gumble
- ✦ Student Legal Services: Patricia Dullaghan
- ✦ Student Union: Rick Falco
- ✦ Student Body Vice President: Austin Wilson (Chair)
- ✦ Volunteer UCF: Morgan Brackett (Vice-Chair)



# Agency and Department Strategic Planning Board

# Goals

✦ This year the Agency and Department Strategic Planning Board has established the following goals for each of the Student Government Affiliated Agencies and Departments. These goals aim to increase student engagement and involvement, as well as increase the accessibility to programs and services offered by SG and SG Affiliated Agencies and Departments.

**1. Increase collaboration amongst the Agency and Department Strategic Planning Board members and other offices at the University of Central Florida.**

**2. Through services and events emphasize the well-being of students.**

**3. Increase visibility of services to first time in college students and first time on campus students.**

**4. Improve the accessibility of events and services that are offered, by working with organizations such as Student Accessibility Services.**





# Agency and Department Strategic Planning Board

# Collaboration

## ASF BUSINESS OFFICE

- ✦ The Activity & Service Fee (ASF) Business Office partners with various local theme parks and attractions to provide specially priced admission tickets for students at the Student Government Association (SG) Ticket Center as well as special events that are exclusively for University of Central Florida (UCF) students.
- ✦ Provide financial and operational support to all ASF agencies, Registered Student Organizations (RSO's), and SG entities in their efforts to engage all students in their various activities or events.
- ✦ Work closely with individual students and RSO's that have received ASF allocations to ensure that they receive the service required to provide maximum benefit for their events, which helps students develop skills and proficiencies to manage personal finances.

## CAMPUS ACTIVITIES BOARD

- ✦ Work with as many UCF agencies as possible. Outreach to all RSOs and Greek organizations on campus to get teams within Knight-Thon created. Participate in RSO and Greek organization events, so that we are helping them as much as we ask them to help us.

## RECREATION & WELLNESS CENTER

- ✦ Work to implement a Hammock Rental Program across campus with partners such as UCF Libraries and RWC
- ✦ Work with Athletics to find a way for IM teams to hold their championships at the UCF Football Stadium
- ✦ Collaborate with Sport Club Council to find ways to implement an E-Sports area on campus



# Agency and Department Strategic Planning Board

# Collaboration

## LATE KNIGHTS

- ✦ Late Knights as an agency gives RSOs, agencies, and departments the opportunity to collaborate and host events with us. Additionally, we do offer the ability to table at our programming and special events, such as at our Coffeehouse Hangouts.
- ✦ Collaboration with Late Knights goes beyond the main campus borders. As an agency who works to serve the UCF student population, we want to ensure all students have the opportunity. We have implemented and will continue to implement events at the additional Orlando campuses, specifically UCF Downtown and the UCF Rosen College of Hospitality and Management.
- ✦ Late Knights has set collaborations with certain agencies to provide some key events (Fright Knight, Springfest). As an agency, we are always open to hear ideas about collaborating and willing to work to bring such collaborations to life.

## SPORTS CLUB COUNCIL

- ✦ To foster a strong relationship with other organizations, agencies, and departments on campus, the SCC will dedicate resources towards internal outreach and event planning that involves partnerships with mentioned parties—setting up the framework to have a more active role in Welcome Week, Homecoming, and all major university events by partnered organizations.

## STUDENT LEGAL SERVICES

- ✦ Developing a new graphic to display on monitors at RWC, Student Union, CAPS and other potential partners.
- ✦ Continue joint presentations with Centsible Knights. Usually, 2 presentations (one in fall and one in spring.)





# Agency and Department Strategic Planning Board

# Collaboration

## MULTICULTURAL STUDENT CENTER

- ✦ Taste of UCF  
Collaborative event between SJA, MSC, SG
- ✦ Taste of Downtown  
Event between SJA, SG, UCF DT, MSC
- ✦ Pass the Plate  
Virtual event between MSC and RSOs to promote Taste of UCF
- ✦ Hispanic Heritage Month Celebration  
Collaborative event between Hispanic/Latinx organizations and MSC
- ✦ LGBTQ+ History Month  
Collaborative event between LGBTQ+ Services and guest speaker Karamo
- ✦ Native American Heritage Month  
MSC event to honor the rich heritage of Native Americans and to show gratitude to those native to the Orlando area
- ✦ Black History Month  
Collaborative event between Black organizations and MSC
- ✦ Asian Pacific American Heritage Month Celebration  
Collaborative event between Asian/Pacific Islander organizations and MSC
- ✦ Multicultural Film Festival  
Collaborative event between MSC and CAB to spotlight different cultural movies



# Agency and Department Strategic Planning Board

# Collaboration

## KNIGHT-THON

- ✦ Work with as many UCF agencies as possible. Outreach to all RSOs and Greek organizations on campus to get teams within Knight-Thon created. Participate in RSO and Greek organization events, so that we are helping them as much as we ask them to help us.

## KNIGHTS OF THE ROUND TABLE

- ✦ Knights of the Round Table will be collaborating with professors in the college of business to offer special KnightQuest consultations for class credit. This way students who may not know about our services
- ✦ Knights of the Round Table has already coordinated with other agencies in OSI to promote our event, Opening Knight, on their social media at a specific time and day. We hope to be able to do this for more events in the future, especially since students are more inclined to follow programming heavy areas on social media.
- ✦ RSO Fall and Spring fests will still plan to include other UCF Agencies. (can also fall under visibility)
- ✦ KoRT is planning to sit down with Homecoming about how to include RSOs in Homecoming festivities.
- ✦ KoRT will remain open to collaborations with other Agencies





# Agency and Department Strategic Planning Board

# Collaboration

## STUDENT UNION

- ✦ The Student Union will partner with RWC, SCC and SG to complete an eSports facility in the Student Union by Spring 2022.
- ✦ The Student Union will partner with SG to renovate the old Computer Lab into the “Pegasus Penthouse” arcade and student lounge by Spring 2022. (Collaboration, FTICs & FTOCs, Well Being)

## VOLUNTEER UCF

- ✦ As an agency dedicated to service, we plan to continue collaborations with other OSI agencies to increase the visibility of our programming. We also plan to extend these collaborations to different registered student organizations to include different student populations in large-scale events such as Knights Give Back, Spring Into Service and Active Citizenship week.
- ✦ In addition to main campus organizations, we also plan to market our service and educational opportunities to the Downtown campus, Rosen and Valencia students.
- ✦ Collaboration for Volunteer UCF also extends to the community partners that we work with. We plan to continue forming sustainable relationships with our partners by encouraging VUCF & ABP directors and coordinators to remain consistent in communication and events planned.



# Agency and Department Strategic Planning Board

# Collaboration

## HOMECOMING

- ✦ Homecoming has already started partnerships with numerous UCF agencies. Not only when sharing information on various social media platforms, but teaming up on specific events during the week of Homecoming. This includes but not limited to Knight-Thon Morale and Late Knights at Fireworks.
- ✦ Homecoming has strived to continuously work with athletes to promote team involvement during the week of homecoming, making sure to invite them to numerous events and granting the opportunity for coaches to come speak during Spirit Splash.
- ✦ Homecoming has started outreach to RSOs about participating in Knights Got Talent and other events throughout the week.
- ✦ Homecoming commits to collaborating with populations on campus that traditionally are not seen or represented during homecoming week to enforce university wide collaboration, not just within agencies.





# Agency and Department Strategic Planning Board

# Well-being

## ASF BUSINESS OFFICE

- ✦ Ensure that all interactions between the ASF Business Office staff and the students who are served by the office includes relevant discussions regarding the collegiate experience and their continued involvement in academic progression and graduation that will exemplifies student success.
- ✦ The services provided by the ASF Business Office can help to assist and enhance students' educational experience. Each fiscal year, nearly 2,000 students successfully complete the online Financial Training course, which promotes financial stewardship and guides them through the process and procedures to successfully utilize ASF funds that have been allocated to themselves and/or their RSO's.
- ✦ The training and services provided by the ASF Business Office also support the well-being model components based on student learning outcomes.

## CAMPUS ACTIVITIES BOARD

- ✦ CAB plans to host events that emphasize the well-being of students through education on mindfulness and all the programs and help that UCF offers students, such as UCF Cares

## RECREATION & WELLNESS CENTER

- ✦ Evaluate the "attire policy"
- ✦ Obtain a water filtration system at RWC to replace Dasani Machine



# Agency and Department Strategic Planning Board

# Well-being

## LATE KNIGHTS

- ✦ Well-being is perceived most commonly as being physically fit and healthy. However, with the current state of the world and the increasing awareness of how vital mental health is, we are re-evaluating well being as an agency.
- ✦ As directors who interact with participating students, being educated on well-being and our impact on students' wellbeing is important. With the current state of the world, every student has unique feelings about being on campus and about involvement. As agency representatives, we should encourage participation but also reassure those with hesitation and ensure their wellbeing is taken into consideration.
- ✦ Late Knights will put effort into collaborating with agencies that offer services that cater to well-being and comfort (i.e. LGBTQ+ Services, CAPS, etc.). Like other agencies at UCF, we will make an effort to advertise the importance of mental, physical, and emotional health as well as promote the UCF COVID-19 guidelines (i.e. encourage vaccination, armor up, etc.)

## SPORTS CLUB COUNCIL

- ✦ With a close relationship with the Recreation and Wellness Center, The Sport Club Council aims to continue improving our focus on students' wellbeing. A focus on physical and mental, emotional, and holistic wellbeing is a priority. It will be encouraged through a partnership with the Wellness and Health Promotion Services Department located at the RWC. We will be bringing in representatives to speak with students on nutrition, financial literacy, and a diverse range of educational material.





# Agency and Department Strategic Planning Board

# Well-being

## MULTICULTURAL STUDENT CENTER

- ✦ **Pride Chats**  
Meetings for those of the LGBTQ+ community to have discussions on subjects that pertain to their community
- ✦ **AIDS Banquet**  
Banquet in order to highlight the importance of AIDs prevention and to honor those who died from HIV related illnesses
- ✦ **NeoPronouns Panel/International Pronouns Day**  
A virtual event to educate individuals of what neopronouns are and how they are used

## KNIGHT-THON

- ✦ Incorporate training about stress management and mental health in not only executive board meetings, but all participant meetings as well. Use campus resources and host frequent training at Knight-Thon meetings for wellbeing.

## KNIGHTS OF THE ROUND TABLE

- ✦ Knights of the Round Table has and will continue to host leadership summits that highlight healthy lifestyles.
- ✦ May collaborate with Healthy Knights for a cooking demonstration and with the RWC (a health presentation and group exercise class)



# Agency and Department Strategic Planning Board

# Well-being

## STUDENT UNION

- ✦ The Student Union will continue to assist event clients navigating COVID protocols to reduce risk while still allowing for appropriate events throughout the Fall semester.
- ✦ The Student Union will have bidets installed on toilets in the restrooms in closest proximity to the Reflection Room to promote inclusivity by Spring 2022.

## VOLUNTEER UCF

### Physical Well-being

- ✦ With the pandemic being a primary concern right now, we are encouraging the importance of being responsible, wearing masks and getting vaccinated (if possible) before participating in our programming.
- ✦ In addition to this, we plan to keep open communication with community partners about COVID-19 regulations and expectations of volunteers to keep the Orlando community safe and healthy.

### Mental Well-being

- ✦ In terms of mental well-being, directors and coordinators are encouraged to partner with organizations that promote mental health and well-being for educational events.
- ✦ All of our social topics serve to educate students about specific issues relevant to our community. We encourage inclusion among students from different backgrounds and interests, and promote having a balance between classes and involvement in service programming.





# Agency and Department Strategic Planning Board

# Well-being

## HOMECOMING

- ✦ Homecoming strives to promote well-being and school spirit through the week of Homecoming events. Events throughout the week serve as a free service to students who need a destresser from school or just a simple enjoyable night out.
- ✦ Homecoming commits to encourage and promote UCF Covid-19 guidelines throughout the week of Homecoming.
- ✦ Homecoming plans to collaborate with the Social Justice and Advocacy office to find ways in which we can host events to target communities on our campuses that do not see themselves within our traditions.



## Agency and Department Strategic Planning Board

# Visibility & Accessibility

### ASF BUSINESS OFFICE

- ✦ Will develop and utilize a student survey to obtain input from students regarding ASF Business Office policies and procedures to increase student involvement.
- ✦ Continue to post regarding operations, ticket information and events on the SGA Ticket Center twitter feed.
- ✦ Increase student engagement, and ensure that all departments, agencies, and SG entities have open communication with the accounting specialist(s) in the office that handle their specific areas so that any issues or questions can be quickly addressed and resolved.

### CAMPUS ACTIVITIES BOARD

- ✦ CAB has implemented a Promotions Director position within our board to expand our community involvement and outreach to non-SGA affiliated groups. CAB will also continue to be involved in diverse and inclusive programming, including but not limited to our Latinx Heritage Month partnership events, our partnership events with LGBTQ+ services, and several other heritage month events.
- ✦ CAB's Promotions and Marketing Director will be overseeing and participating in tabling opportunities at the main campuses and Rosen campus in hopes to expand CAB's presence. CAB plans to host several events in collaboration with the Rosen campus.
- ✦ CAB plans to provide programs representing diverse cultures throughout the year, which will present FTICs and FTOCs with a variety of opportunities for engagement. CAB events will be promoted throughout FTIC common areas such as the dorms.





# Agency and Department Strategic Planning Board

# Visibility & Accessibility

## RECREATION & WELLNESS CENTER

- ✦ Expand CPR opportunities such as classes and trainings to more groups on campus
- ✦ Utilize Student Government Social Media to market opportunities & events that RWC offers
- ✦ Increase the offerings of F45 classes and create a plan to advertise RWC services group exercise classes to FITC's and FTOC's
- ✦ Outreach to non-user FTIC's will occur once assessment of Fall 2021 usage
- ✦ Outdoor Adventure, Fitness, Intramural Sports will provide programs to be inclusive along with resource guides and the utilization of marketing TV's, collaborative partners, and training seminars to reach all UCF students.

## SPORTS CLUB COUNCIL

- ✦ By bringing in Guest Speakers from different areas on campus to our Monthly Officer Meetings, we aim to inform students of the resources offered at UCF. Additionally, reaching out to students to learn about what services they are eager to learn more about will also allow us to focus on our approach.
- ✦ The Sport Club Council is continuously and actively recruiting students into our program by marketing the diverse number of sports offered on campus. To bring into students early in their academic career, introduce them to experiential, competitive, or recreational sports that allow them to join a community of individuals who foster a supportive environment.
- ✦ Strengthening the accessibility services currently being offered to build a more robust Adaptive and Inclusive Recreation network by promoting our Adaptive and Inclusive Club and all our clubs. Promoting and making the efforts of the A&I club and providing more resources for students to get involved in sports such as Wheelchair Tennis, Sitting Volleyball, and Wheelchair Basketball. Improving our relationship resources on campus that focus on student accessibility to educate the Sport Club Council on new, various methods that promote the supportive environment we aim to have.



# Agency and Department Strategic Planning Board

# Visibility & Accessibility

## LATE KNIGHTS

- ✦ Visibility of services can connect to well-being as many of the services offered concern student wellbeing, be it mental, physical, intellectual, or emotional wellbeing. Late Knights works to ensure visibility by offering the opportunity to table at our events.
- ✦ A collaboration event between KORT and Late Knights, Springfest, occurs every spring and is a perfect opportunity to show students what UCF offers. Normally takes place in April; RSOs, Agencies, and departments can promote their summer services (if any).
- ✦ Late Knights relies heavily on social media traffic, especially with how quickly and efficiently information can be delivered in that format. Late Knights schedules tabling times throughout the month to cater to the foot traffic on campus as well as a means of reaching as many people as possible. We work to collaborate and share information from 2021-2022 Agency and Department Strategic Planning Board Strategic Goals other organizations and agencies on campus as well, improving their visibility of services.
- ✦ An active social media platform is key for students since it is so heavily used. It allows us to reach a large population and, additionally, gives us another way of interacting with students. Questions can be asked and answered fairly quickly and helps students. FTICs and FTOCs
- ✦ First time on campus students will come with the same understanding of campus life as freshman. Late Knights will strive to ensure they feel welcome at our events just as the incoming class does.
- ✦ Late Knights will strive to ensure students that our events, programming and special events, are not just for freshmen, they are for everyone. Our best effort should be put into breaking the stigma that on-campus events and activities are exclusively for the newest class on campus.
- ✦ FTICs may be unaware of the services and agencies on campus. Through the strategies that will be implemented for visibility of services, we will confirm that students will know where to go when they face a problem or situation.
- ✦ Accessibility on campus is important as a school who advertises accessibility and diversity continuously. Late Knights as an agency commits themselves to making each event as accessible as possible. This will continue and we will continue to search for efforts to ensure every knight on campus can participate and enjoy the full event experience.
- ✦ In addition to continuing to ensure accessibility to those with a physical and/or visible disability, efforts should be made to include accessibility for those with “invisible disabilities.” In today’s society, sanitation should still be prioritized at the same level that it was in the previous year. As a means of making sure the students are compromised with an “invisible disability,” sanitation will still be implemented by Late Knights and guaranteed to ensure all students feel welcome and safe attending events on campus.





## Agency and Department Strategic Planning Board

# Visibility & Accessibility

### MULTICULTURAL STUDENT CENTER

- ✦ Student Cultural Center Opening:  
Opening Celebration of the MSC office space/cultural center for students to understand the different resources we have to offer them
- ✦ Cultural Dancing Event  
An event to spotlight all of the different dances of many cultures that are present at UCF FTICs and FTOCs
- ✦ Although we do not have any events specifically for FTICs/FTOCs, all of our events are open to everyone of all years to see what MSC has to offer for them to learn Accessibility
- ✦ National Day of Sign Language/ASL Class  
Visibility for those that are hard of hearing/deaf
- ✦ Medical Racism Panel  
A virtual event to raise awareness of the racism that is prevalent within the medical field

### KNIGHT-THON

- ✦ Improve outreach to all students on campus, and share our cause more publicly. Offer many new leadership positions for students to get involved within Knight-Thon. Offer more events throughout the year for students to attend.
- ✦ Outreach to FTIC & FTOC students and offer ways for them to get involved within leadership positions in Knight-Thon. Offer a unique college experience as the FTIC students come to Knight-Thon events throughout the year.
- ✦ Allow students to come to our events without fundraising requirements. Open up to more students and give them a place to belong on campus. Offer virtual options to supplement in-person events. Table on Rosen and Downtown campuses to get all students involved, and to give all students the same opportunities.



## Agency and Department Strategic Planning Board

# Visibility & Accessibility

### KNIGHTS OF THE ROUND TABLE

- ✦ Knights of the Round table has already reached out to the Student Union regarding name plaques on the wall outside of OSI. Not every Agency within OSI is identified in this name plaque, which is unfair and may confuse students who are looking for a specific area within OSI. We are working to include the following areas on the name plaque: Knights of the Round Table, Knight-Thon, Graduate Outreach, Knights of the Connection, Social Justice and Advocacy
- ✦ KoRT use KoTC and Kensington to reach out to other UCF campuses in regard to RSO involvement and activity. This effort will focus on other KoRT like areas.
- ✦ Knights of the Round table is looking to make a portion of KnightQuest consultations virtual, for those transfer and FTIC students who work or cannot physically come in to see us. This will hopefully make it even easier to get involved on campus and make it easier to reach students where they are. (Also, may fall under accessibility)
- ✦ For students who move from one campus to another, KoRT has been in contact with Rosen Life to implement the same cubicle and storage space application process for Rosen based RSOs and students.
- ✦ Knights of the Round Table is looking to have a virtual opening knight for those who may not have access or the means to come to campus for the in-person event. Much like Opening Knight in 2020, we will have this event on KnightConnect with each RSO having their own “table” in their respective Zoom meeting rooms. This will also serve as an event for those who do not feel comfortable coming o campus for the mass in-person event and those students at other UCF campuses who are looking to see what else UCF has to offer.
- ✦ In 2020, Knights of the Round Table has hosted an Accessibility Leadership Summit in which a staff member in UCF Accessibility services was given a platform to share information about different types of accessibility and what leaders can do to help those with disabilities. KoRT is looking to make this Summit an annual summit to remind student leaders that being a good leader means considering all members of your team and publics





## Agency and Department Strategic Planning Board

# Visibility & Accessibility

### VOLUNTEER UCF

- ✦ Volunteer UCF and the Alternative Break Program share resources to increase visibility for both organizations.
- ✦ Our agency has directors specifically dedicated to marketing events to students, and we plan to increase the amount of tabling due to primarily in-person programming. Social topic directors and coordinators are expected to complete a minimum amount of marketing per semester, which improves consistency and the likelihood of students knowing about our organization.
- ✦ VUCF engages with FTIC students at a variety of different events on campus including Opening Knight, Pegasus Palooza Day of Service, LEAD All-Access and informational sessions for the Alternative Break Program experiences.
- ✦ LEAD scholars and first year students involved in honors symposium are also strongly encouraged to get involved with VUCF programming, due to the similarities in values.
- ✦ Volunteer UCF is devoted to making our programming accessible to all, despite visible or non-visible disability. To ensure programming is inclusive, students are always encouraged to communicate if they need any sort of accommodations for event participation.
- ✦ As an agency with directors and coordinators, we are also dedicated to making sure our team is educated about inclusive and accessible programming. We plan to partner with Student Accessibility Services to provide directors and coordinators with examples on how to make service events accessible for all students at UCF.
- ✦ VUCF also plans to offer virtual service events in addition to in-person option for students who cannot access in-person events due to COVID-19..



# Agency and Department Strategic Planning Board

# Visibility & Accessibility

## STUDENT UNION

- ✦ The Student Union will complete the installation of door actuators on the SG suite and the Charge On Chamber before the end of Fall 2021.
- ✦ Knights Pantry will expand services of baked goods as stock is available to other areas of campus, providing outreach and services to additional campus populations throughout the Fall 2021 term.

## STUDENT LEGAL SERVICES

- ✦ SLS will be mailing out information to every member of the faculty to inform them of our services. This consists of a cover letter and palm card.
- ✦ Information was sent to all academic advisors to inform them of the availability of free legal assistance and representation for UCF students.
- ✦ SLS will continue to take advantage of tabling opportunities. So far, SLS has tabled at Opening Knight (08/22), Lavender Lunch (08/26), and will be tabling at Multicultural Transfer and Freshman Reception (09/01)
- ✦ SLS is developing a short video about our office to be shown on H&R Life on demand movie channel.
- ✦ Working more closely with UCF Athletics Association - Plan to speak briefly at the Student Athlete Advisory Committee meeting (reps from each sport serve as the voice for the student- athlete body). Also, assisting student athletes with NIL contracts.
- ✦ Continue “Virtual Lunch with your Lawyer” series - planning 2 presentations for fall 2021, one on debt collections and one on traffic tickets.





## Agency and Department Strategic Planning Board

# Visibility & Accessibility

### HOMECOMING

- ✦ Homecoming has utilized student surveying to assure that student's feel as their voices and opinions are being heard during the selection process of UCF's process.
- ✦ Homecoming has started to put a strong emphasis on engagement with satellite campuses across the area including the Downtown campus and Rosen. We commit to having events on several satellite campuses during the month of October to ensure every UCF student has the opportunity to participate in the Homecoming experience.
- ✦ Homecoming strives to have an active social media platform.
- ✦ Homecoming ensures that all events are accessible to all UCF students no matter the physical, visual, or invisible disabilities. Including but not limited to closed captions for Movie Knight, live streaming several events, marking disability seats at every event, and actively promoting our fireworks festival.
- ✦ Homecoming events are open to everyone of all years, surrounding community, faculty, staff, and alumni. We thrive to enforce an inclusive environment for everyone.