**Union Council Meeting**
Minutes
September 28, 2023

**Present:**

Arianna Jordan

Madeline Schultz

Lily Chavez

Andrew Eisenhauer

Sam Hagedorn

Aiden Culver

Dom Zappia

Mavis Liang

Travis Wright

Susan Dibbell

Mark Guthier

Heidi Lang

Jason Stephens

Christina Olstad

TJ Sargent

**Guests:**

Danielle Brzezinski

Ed Janairo

Meeting called to order at 4:30 p.m.

Motion: Susan moved approval of the April 11, 2023, meeting minutes. Sam seconded the motion. April Meeting Minutes were approved.

Land Acknowledgement read by Lily

Introductions

**Open Forum**

* **Explanation of Open Forum Rules- Ari-** Ari explained the process of Open Forum at the Union Council meetings. Someone can bring up a topic that is not currently on the agenda. A total of 15 minutes will be allotted for open forum to any guests that want to speak. It is also time for Council members to speak on any topic. Open Forum can be extended by a Vote of Council.
* **Open Forum-** no speakers.

**Union Council Orientation- Lily, Heidi, Ed, Mark & Susan**

* **Role of the College Union (written by ACUI) (Heidi):** *The role is to advance a sense of community, by serving students, faculty, staff, alumni, and guests. We also offer programs and activities that serve the college mission. The union is the “College Living Room” of the campus and helps to enhance the student experience. It’s intended to be a united force for campus. The approach within the Wisconsin Union, is to gather staff and students to make decisions together.*
* **Organizational Structure (Mark G.):** The updated Leadership & Engagement organization chart is in box. Mark went through the chart, there are currently 437 full-time staff and a $60 million operating budget.
* **History (Mark):** Mark gave an overview of the history of the Wisconsin Union. The Wisconsin Union has been around since 1907, founded as a student organization. It was created so that every student could belong, the first of its kind. The Union is responsible for the cultural/social and recreational well-being of the student body. Some significant historical dates:

1928 – Memorial Union opened
1939 – the Theater Wing opened, and the student government and the Wisconsin Union Directorate were created.
1971 - Union South opened.
2011 – the new Union South opened
2018 - renovation of Memorial Union was completed.

* **Bylaws and Constitution (Mark):**
	+ Copies are in box.
	+ The constitution was written by a faculty and student committee in anticipation of Memorial Union opening in 1928. It describes the make-up of Union Council and how it should be run. It hasn’t been amended since 1965.
	+ The Bylaws are where you go for definition and describe the rules of operation, meeting details and terms of office for Council members. Quorum is 8, this is needed for business to take place, as well as one of the student officers and one of the staff officers. You must be in person to vote.
* **Parliamentary Procedure (Mark):**
	+ Found in the handbook in the box folder. These will help everyone know how the meetings are run and how decisions are made during the meeting.
* **Shared Governance/Advisory Boards (Lily):**
	+ Lily described shared governance- it spells out the different voices that are involved in decision making for campus. Union Council reflects this. All materials for the meetings will be available in box for everyone 48 hours in advance of the meetings.
	+ Lily described the Advisory Boards. Each meet between the Union Council meetings. There are 4 of them: (Administration) Wisconsin Union and Wisconsin Union Directorate Budget, Marketing Focus Group; (Dining & Facilities) Sustainability; (Social Education) Games Committee Review and WUD Officer and Director Position Description, and Associate Director Review. One of the 4 officers chair each of these. The goal is to get broad input.
* **Financial/Budget Process (Ed):**
	+ Ed gave an overview of the budget process and the budget timeline. Union Council’s primary role is to approve the Union’s segregated fee budget and the operating budget. In October, they will start the segregated fee portion of the budget and will come to Union Council on the October 26th meeting. In November staff start working on their individual budgets, that will be forwarded to the Budget Committee. In the Spring, Union Council will review the entire Union budget.
* **Policy Index (Susan):**
	+ Susan described the policy manual. The index is 19 pages and lists the policies and procedures. We have these to make sure we are transparent in our decision making. Procedures correlate with the policies and answer how things are implemented. These are kept in box as well for reference. External facing policies can be found in the UW’s Policy Library.

**Union Advisory Boards- Andrew, Ari, Maddie, Lily**

* **Membership on Council requires serving on an Advisory Board –**
	+ Advisory board applications are open on the Union website. This semester we are experimenting with more topic focused boards, there are currently 5. The goal is to help focus the groups to get more work done. If members have suggestions for spring topics, let Lily know.
* **Advisory Board Topics**
	+ **Wisconsin Union & Wisconsin Union Directorate Budget Advisory Board- Andrew-** Represents the administration areas of the Union. Topics: operating budget & segregated fee rate, and student wages.
	+ **Marketing Focus Groups- Reaching Students- Ari-**
	+ **Sustainability – Maddie –** Represents the Dining & Hospitality and Facilities areas of the Union. Topics: composting, recycling, trash, sourcing and purchasing of products, etc.
	+ **Social Education- Maddie/Lily**
		- **Wisconsin Union Directorate Games Committee Review - Maddie**
		- **Wisconsin Union Directorate Officer and Director Position Description and Associate Director Review - Lily**

**Action Items & Updates**

* **FY24 Budget Adjustment Exercise- Ed**
	+ Ed has shared the Wisconsin Union snapshot of where the Union ended last year, fiscal year 23’. He shared the different factors that led to the budget deficit.

Since the budget is not bouncing back, the Union underwent a budget adjustment exercise for the current year.

Ed then shared the proposed adjustments. This is in box.

* + **Motion**: to approve the proposed budget reductions, as presented. Mark moved to approve the motion. Sam seconded the motion. The vote was 11 in favor, 1 abstain. The revised budget was approved.
* **Directorate Goals – Lily**
	+ Lily went through the Wisconsin Union Directorate goals for the year.

*They strive to make WUD’s programming and the Union enjoyable for everyone, a place where everyone can be themselves.*

*They plan to accomplish this by engaging and tracking student participation, improving relationships with external and internal orgs, and highlighting the interconnectedness of all WUD committees and clubs.*

*They want to strive to understand their participation and engagement across WUD, improve relationships and collaborations, and work on their interconnectedness.*

*Lastly, they want to have intentional fun. This will be done through themes of understanding participation, improving relationships, and interconnectedness.*

* + **Motion**: to approve the Directorate goals for the year. Susan moved to approve the motion. Dom seconded the motion. The Directorate goals were unanimously approved.

**Officer Reports**

* President- Lily- they are busy getting things ready for the year. Held the leadership retreat in August. Have been busy working on the Directorate goals for the year. Working on getting to know everyone and figure out how to all work together.
* VP of Internal Relations- Maddie- had a good leadership training day. Currently working on socials to celebrate leadership programming. Also working on professional development events.
* VP of External Relations- Ari- working on the marketing campaign for the year, “For Community”. Continuing to push participation.
* VP of Resources and Operations- Andrew – launching programming budget process for each committee as well as the event grant process from the Chancellor’s office. Working on tracking attendance.
* Secretary Update- Mark shared that there has been a strong start to the year. Staffing is looking good, which hasn’t always been the case. Apple Pay was added over the summer. Homecoming starts this Saturday.
* Treasurers Update- Susan shared that the Union created a Terrace Lemonade over the summer. Next meeting there will be a group photo.
* Dean Olstad: Badger Dialogue Series being launched. Launching a First Generations Badger program. November 8th National first generation celebration day.

Meeting adjourned at 6:00 p.m.