

Kansas State University  
K-State Student Union  
**Union Governing Board 2023-2024**  
September 8, 2023  
Minutes

**I. CALL TO ORDER**

**Payton Lynn** called the meeting to order at 12:04 p.m.

**ATTENDANCE:** Payton Lynn, Sophia Palcic, Erin Smith, Evan Porter, Emily Howard, Tatiana Lesme, Payton Lynn, Sophia Palcic, Jolyon Griffith, Tram Pham, Anthony Warnick, Clint Hafliger, Bill Muir, Audrey Taggart-Kagdis, Jeff Clark, Corey Williamson

**ABSENT:** Reese Willis, Brian Garcia Sandoval, Kathleen Hatch

**RECORDER:** Jennifer Fabrizius

**PROXIES:**

**GUESTS:** Sara Heiman, Executive Director, Center for Student Involvement; Caitlin McCourt, Coordinator I/Student Programs; Jacob Long, SGA Student Services Fee Chair; Hattie Polson, SGA Attorney General; Paige Vulgamore; SGA Academic Affairs Director

**II. OPEN PERIOD**

**Payton Lynn**, UGB President, welcomed members and reminded all to sign the attendance sheet. UGB members took the opportunity to introduce themselves, as well as share what they consider when thinking of the K-State Student Union.

**III. APPROVAL OF MINUTES**

**Lynn** called for a motion to approve the minutes from the April 28, 2023 UGB meeting.

**Erin Smith moved and Emily Howard seconded the motion to approve the April 28, 2023 Union Governing Board meeting minutes. 8-0-0.**

**IV. UPC PRESIDENT REPORT**

**Erin Smith**, UPC President, reported UPC has partnered with the K-State Esports Club to a host Super Mario Bro Night tonight, September 8, from 5:00-10:00pm with free food, prizes and a movie.

**VI. UGB PRESIDENT REPORT**

**1. UGB Re-Appointment**

**Lynn** called for the re-appointment of Bill Muir as a ex-officio, non-voting member of the Union Governing Board.

**Jolyon Griffith moved and Anthony Warnick seconded the motion to approve the re-appointment of Bill Muir as an ex-officio, non-voting member of UGB. 8-0-0.**

## **2. Meeting Time Verification**

Lynn informed members the UGB meeting time change was made last year to over the lunch hour (12:00-1:00pm) to better accommodate schedules. Those members not in attendance today will be contacted to ensure their availability. Bill Muir encouraged voting members who are unable to attend a UGB meeting to utilize the constitution to send a proxy to another voting member to vote in their stead to obtain a quorum. Proxies are integral to the body functioning the way it should.

## **3. UGB Photo – September 22**

Lynn informed members a group photo of UGB will take place at the next board meeting on Friday, September 22, 2023.

# **VII. COMMITTEE REPORTS – COMMITTEES AND PURPOSE**

## **1. Committee Process**

Lynn provided an overview of the five UGB committees – Building Policy Advisory, Facility Operations and Safety Review, Retail Service Advisory, Assessment Review, and Campus Card, where each committee will meet three times per semester. A draft of committee assignments was shared with members so as to confirm appointment.

Per the Bylaws of the K-State Union Governing Board, members are required to attend all UGB and respective committee meetings. Absence from a combined three or more regularly scheduled UGB and committee meetings during a semester may be just cause for removal from office.

# **VIII. EXECUTIVE DIRECTOR REPORT**

## **1. CSI/Union Collaboration**

Williamson, Executive Director, provided an overview on the collaboration, partnership and restructure of CSI/UPC/Union. Sara Heiman spoke on services currently provided by the Center for Student Involvement, while Audrey Taggart-Kagdis commented on areas where UPC provides assistance. The purpose is for UPC and CSI to combine to inspire community by providing student-centric educational, recreational, social, and cultural programs to the students of Kansas State University.

The collaboration between the K-State Student Union and the Center for Student Involvement (CSI) will integrate the Union's Student Programs office (UPC support) and the Center for Student Involvement office into one unit that will report within the K-State Union Corporation organization structure.

### **Union Organization Structure – CSI/UPC**

- The Union will serve as the starting point for K-State student engagement experiences.
- Efficiencies will be achieved that allow for better use of staff resources.
- Increased marketing, information technology and administrative support for Student Governing Association and recognized student organizations with the Union's in-house services.
- Greater resources to help support student engagement.

#### CSI-UPC Operations Overview

- Will continue serving as the point of contact for all recognized student organizations
- Will oversee the Cat Trax student involvement platform
- Will work closely with the SGA
- Will manage the University's SafeRide program in partnership with SGA
- Will provide educational, recreational, social, and cultural programs to the students of KSU

#### Phase 2 – CSI-UPC Resource Review

- Student organization collaboration rooms
  - Creation studio-craft and marketing materials
  - Community building lounge space
- Equipment check-out for student organizations

As the Division of Student Life will transition to the name 'Division of Academic Success and Student Affairs' by October 1, if not sooner, UGB members and guests reviewed current office names of peer institutions for naming options to consider.

- Student Programs and Involvement
- Student Activities
- Campus Life
- Other Options

Williamson noted the office name should be as least confusing as possible and have some synergy around framing. Much discussion ensued on 'center,' 'for' and 'office,' with an emphasis on Student Program Involvement.

#### **2. Union Ballroom Programming**

Presentation tabled until the September 22, 2023 UGB meeting.

#### **3. Union Marketing Presentation**

Presentation tabled until the September 22, 2023 UGB meeting.

#### **IX. OLD BUSINESS**

#### **X. NEW BUSINESS**

#### **XI. DISCUSSION, CONCERNS, ANNOUNCEMENTS**

#### **XII. ADJOURN**

Lynn called for a motion to adjourn the meeting.

**Evan Porter moved and Jolyon Griffith seconded the motion to adjourn the meeting at 1:05 p.m. 8-0-0.**