I. CALL TO ORDER
Vedant Kulkarni called the meeting to order at 3:01 pm.

II. ATTENDANCE: Corey Williamson, Vedant Kulkarni, Ryan Leimkuehler, Mohammed Al Abdullah, Matthew Swords, Anthony Warnick, Grace Palcic, Beth Bailey, Lily Hurt, Michael Varhola, Steve Muir, Greg Akins, Lauren Chard, Aryan Tayal, Sara Wallace

ABSENT: Camden Mayfield, Jack Dunfield, Keaton Petite, Hannah Heatherman, Marcus Kidd

RECORER: Medina Roynon
PROXIES: Aryan Tayal for Jack Dunfield,
GUESTS: Nathan Vontz, Natalie Moyer, Audrey Taggart-Kagdis, Craig Johnson

III. OPEN PERIOD
Kulkarni welcomed new members for the upcoming academic year, Nathan Vontz and Natalie Moyer, followed by group introductions.

IV. APPROVAL OF MINUTES
Kulkarni said the minutes were distributed electronically and requested a motion to approve.

Al Abdullah moved and Matthew Swords voted to approve the minutes from March 27th, 2020 via Zoom poll. 14-0-0

V. UPC PRESIDENT REPORT
Varhola shared several upcoming virtual events Open Mic Night on April 15th, 45th Annual Photo Contest on April 21st, Tea and Tulips on April 17th and Conversations with a Queen planned for April 30th.

VI. UNION AMBASSADOR REPORT
Hurt announced the Executive Board ballot closes next Wednesday. The plan is to onboard the new officers at the final Executive Board meeting of the year on May 6th. This week there will be a Virtual Coffee Hour, an open zoom session for members to spend time together. Hurt said ambassadors are in the process of planning the fall retreat and other engagements for the fall semester.

VII. UGB PRESIDENT REPORT
Kulkarni reported the Executive Board met last week and continued to discuss the bylaws and how the potential changes will be implemented. Received construction updates on the Multicultural Student Center and Union, Room 227. Kulkarni added there was also discussion regarding the Union’s strategic document.
VIII. EXECUTIVE DIRECTOR REPORT

1. Multicultural Student Center and Union Project Updates

Williamson asked Craig Johnson, Associate Director/Director of Operations, to give an update on the MSC and Room 227 in the Union. Johnson shared a slideshow presentation of the Multicultural Student Center beginning with photos taken just prior to spring break and those taken a couple of days ago. He also shared pictures of the progress of Room 227. This room was not planned to be renovated until after Orientation & Enrollment this summer. We were able to renovate the room now, since the building is currently closed. The crew began demolition on April 2nd and are making great progress. Johnson said they are on target to have the project completed by May 16th.

Leimkuhler suggested photos of the Multicultural Student Center be sent to the library to be archived.

Williamson thanked Craig Johnson for monitoring the facility and making sure the building is safe until we can return.

2. COVID-19 Financial Impact

Williamson shared the team is still evaluating and investigating what the overall impact of COVID-19 will be. Part of the problem is that we do not have a definite return date. Until now the plan was to potentially open on May 18th, however we anticipate being closed for a longer period. Williamson said there will be a significant financial impact on the Union regardless of when we open. He anticipates being able to operate through the fiscal year to be able to cover payroll and expenses. After that we will be seeking some sort of support such as the CARES Act, which passed last week. They have a couple of loan programs for small businesses and non-profit organizations. We plan to move forward and submit applications and see if we are eligible. He added this board will be updated on this in the coming weeks.

Al Abdullah asked if the restaurant franchises in the Union are paying their student employees by paying them for the rest of the semester. He said students are very much affected by COVID-19. Al Abdullah said he would like more information as to how the restaurants are handling this problem.

Williamson said he is unsure whether the franchises in the Union have been able to retain their student employees or not. As mentioned at the last meeting, the bookstore unfortunately had to let their student employees go. Williamson said the vendors and restaurants in the Union may want to retain their employees, but they also need to manage their businesses in a way to best support their financial needs. He offered to investigate and get the information on the students employed by vendors and restaurants housed in the Union.

3. Virtual Community Building

Williamson indicated the Union marketing team and UPC did a great job of collaborating to create a website for virtual community building. He asked Audrey Taggart-Kagdis, Assistant Director of Marketing to share the website.

Taggart-Kagdis explained the marketing team was asked to provide virtual engagement and information opportunities to K-State students. The main “Get Engaged” webpage includes an explanation of the purpose of the website, “Free activities and resources to have fun, keep learning and stay engaged from a distance.” The website is divided into eight different sections with each including campus, local or regional opportunities for students, whether they are out of town or here in Manhattan. Taggart-Kagdis highlighted examples of virtual
event links and resources from each section. She added a daily theme has also been created for social media feeds.

Williamson thanked Audrey and the team that worked together to create the website. They did a fantastic job. They came up with a variety of ways for students to stay connected with over a hundred engagement opportunities on the website not including what is on social media. Williamson asked UGB members to help get the word out about the website so we can get students to come together in this space, and in this way.

4. Budget Review Next Meeting
Williamson indicated there is a budget review for the upcoming fiscal year for review at the next meeting. The challenge with the current budget review process is that it does not consider some of the recent developments due to the COVID-19 crisis. The budget you will see next week will be based on prior information because we do not have enough information to present a clear picture for next year, but we will do the best we can. The budget will be sent mid-week next week for your review and will be discussed and voted upon at the April 24th meeting.

IX. OLD BUSINESS
1. UGB Bylaw Review
Kulkarni reviewed the proposed changes to the bylaws.
Williamson said much of what we discussed last week still applies. We wanted to give the group a chance to make recommendations or suggestions.

- **GPA Requirement:**
  Bailey added the GPA for UPC is 2.25 and asked if the GPA requirements should be the same for members of UPC, Ambassadors and UGB?
  Kulkarni said there was a discussion on changing the GPA requirement, but it was decided to keep the GPA 2.5 for UGB.

- **Quorum:**
  Williamson said previously there was no designation on what was considered quorum. The draft of the new bylaws reads: “Quorum should consist of a majority of all voting members of UGB. If a voting member cannot be available, they can designate a proxy for a meeting.” At the last meeting a concern was expressed that there may not be enough representation if proxies from each member were counted towards quorum.
  Warnick said his question was whether proxies were counted toward quorum. He didn’t think the language in the bylaws was completely clear. His feeling was that quorums should be independent from proxies, so a majority would still need to be present at each meeting.
  Williamson said the intent of this document has been to allow the proxies to count toward quorum. He said he understood how that could be a challenge, but since the nature of this board is to make recommendations, it may or not be as pertinent. He said if we are comfortable with the language, we will move on.

- **Length of Terms and Election Process:**
Williamson shared Bill Muir’s thoughts that he brought to his attention. There were concerns regarding transitioning from the current model where positions 6 through 13, consist of six two-year terms and the other two positions are one-year terms. He indicated there are two items we were trying to address:

1) We have those students elected for two-year terms, but we don’t always have the continuity over that timeframe. Does this serve the purpose we are intending for it to serve?
2) The other challenge is the election process. Most of the students that have been elected to Union Governing Board historically learn about their role on UGB post-election because many students are written in as candidates for these positions as opposed to self-electing and having an interest in UGB. There have been those who have been brought on board that have not able to distinguish the value of a one-year term vs. a two-year term. This year a student was elected to both one-year and two-year terms and chose the one-year term due to the time commitment.

Williamson explained the proposal is that all position be one-year terms with an option for each member to self-elect to serve for a second term without going through the election process. The concern that was brought to my attention was that we would have a challenge with maintaining the correct number of members on the board if we were to utilize this process, or it would increase the number of steps that will go into making sure we have the correct number of available positions on the SGA ballot. Bill’s concern ultimately was if we continue to add members to the board while also allowing students to opt in for another year, the number of board members could vastly outgrow the number of available positions.

Kulkarni agreed and asked UGB members for their feedback.

Wallace shared sometimes the populations change within the colleges which already changes the number of positions for some elections in the SGA regardless. Wallace felt it would not be that difficult to communicate how many slots were available and a deadline was set.

Williamson said we were trying to address the first concern by changing the language. For those who have been elected to two-year terms, the concern was the with continuity over those two years and whether the members remain for the entire term. After researching this, we found over the last seven or eight years we’ve had approximately forty two-year terms. Of those forty, there were only five that were unable to complete their terms.

Al Abdullah said he believes it would be possible to allow members to extend their term by one year and only make the number of remaining slots available for the SGA election.

Warnick asked if there has been interest from those who’ve been elected to one-year terms of having a second year or is it typically if someone’s interested, they probably ran for a 2-year term.

Williamson responded that every year is different. This year we have individually have members who have put them name on the ballot for another term. If we keep the language as it currently is those who are interested in returning can put their name on the ballot and be fully elected to the board again. Williamson suggested the current process may be functioning the way it was intended. He said he is looking for a
recommendation to either leave the language as it is written, or to go with the language in the bylaw draft.

Taggart-Kagdis asked that the document be edited for style, so the proper University terms are used, and we are consistent with our language across all policy documents.

Kulkarni asked if there was a recommendation to keep the language the same as it currently is.

Anthony Warnick moved and Lily Hurt seconded the motion to approve the proposed changes to the bylaws. Voted and passed. 11-0-0

X. NEW BUSINESS
1. Strategic Document

Williamson asked Audrey Taggart-Kagdis and Greg Akins to give an overview of the process and what is being recommended for an update to our mission statement as well as the guiding principles. They were here earlier in the semester to obtain feedback from this board and several other groups.

Akins indicated he and Audrey have been working on this project for almost a year. He shared the Union’s original mission statement which was created in 1992. A few years ago, the mission statement was abbreviated. He said they compiled all the feedback they received and looked at whether the mission statement still applied. He shared the changes

Taggart-Kagdis commented it was really interesting to see that the Union's mission statement has stood the test of time, however we felt some of the language needed to be updated to terms and initiatives that are more prevalent at this time.

Akins shared the new proposed mission statement:

“To serve all, especially students, with facilities that provide services, Programs, leadership experiences and educational opportunities which foster a sense of belonging in a safe and inclusive community.”

Taggart-Kagdis indicated input from this group and other student organizations, staffing levels and surveys we narrowed all those themes down to these three guiding principles which are the overall goals the Union seeks to achieve. She shared the Guiding Principles and the Strategic Initiatives:

Guiding Principles

Engage
- The Union is an influential hub and a key component in shaping the K-State experience. A place where students are encouraged to gather, lead and energize their Wildcat experience through an interactive environment and exceptional services. The Union is centered on a vision that enhances social, intellectual, and cultural well-being.

Educate
- The Union is an innovative, inclusive leader in student development and education that enhances students’ academic experience through programming, student employment and volunteering. By advancing student life and formulating interactive learning, the Union strengthens the K-State family.

Empower
• Investment in student leadership is essential for the growth of the university and an important factor in determining the success of the out-of-classroom experience. The Union promotes an atmosphere where individuals can explore ideas in which they passionately believe and embark on a journey of self-discovery to create change for a common good.

**Strategic Initiatives**
• Financial Initiatives
• Student Leadership/ Development
• Facility improvements
• Well-being
• Service

Williamson said Audrey and Greg did a fantastic job of narrowing down the mission statement from a three-paragraph statement to two lines that capture the essence of what the Union tries to accomplish. The guiding principles are critically important as it relates to what we are hoping to represent in our interactions with our community, with students being our number one priority. He said the strategic initiatives have been narrowed down to five key things that will have measurable outcomes over a three to five-year timeframe. He said as the strategic initiatives continue to be refined, they will be brought to UGB at that time.

Williamson, Akins and Taggart-Kagdis answered several questions from the group and expanded on two areas of the strategic initiatives: service and well-being. More information will be coming as these initiatives continue.

Al Abdullah commented the term ‘well-being’ is not mentioned in the mission statement when all the other strategic initiatives are.

Williamson thanked Mohammed for his feedback. He asked the group to please take the time to review this important document before the next meeting.

**XI. DISCUSSION, CONCERNS, ANNOUNCEMENTS**

**XII. ADJOURN**

Mohammed Al Abdullah moved and Sara Wallace seconded the motion to adjourn the meeting at 4:06 pm. Unanimous approval.