



Carolina Union Board of Directors
 Meeting Minutes
 Wednesday, January 22nd, 2014

Attendees

PRESENT:

Carly Mathews	President of the Carolina Union
Jacob Morse	President of the Student Body
JoEllen McBride	President of the GPSF (proxy via bylaws-attached)
Kendall Nicosia-Rusin	President of the Residence Hall Association
Connor Brady	Speaker of Student Congress
Zoey LeTendre	Program Advisor for CUAB
Kate Kryder	Assistant Director of Carolina Leadership Development
Ellen Mcdermott	Carolina Union Employee Forum Appointment
Gabe Chess	CUAB- Union President Appointment
Amira Shehata	Student Congress Appointment
Hinson Neville	Executive Branch
Harold Woodard (Acad.Counseling)	Faculty Member Appointment
Wendell Gilland (Business)	Faculty Member Appointment
Crystal King	Carolina Union Director

ABSENT:

Antonio Serrato-Capuchina	GPSF Appointment
Katie Lavoie	GPSF Appointment
Tommy Koonce (Medicine)	Faculty Member Appointment
Cora Went	Campus Y
Jacob Hinton	Student Member-at-Large
Darius Latham	Black Student Movement
Jake Bernstein	CUAB- Union President Appointment
Katie Savage	Advocates for Carolina
Lauren Scanlan	Sexuality and Gender Alliance
Faculty Member Appointment	

Call to Order

President Carly Mathews called the Union Board of Directors Meeting to order at 5:33pm EST.



Approval of the Minutes

President Carly Mathews moved to approve the December 4, 2013 meeting minutes that she previously emailed out to the board members for review. Having heard no corrections to the minutes Jacob Morse seconded that motion and the December 4, 2013 minutes were approved with no corrections.

Student Organization Updates

President Carly Mathews welcomed all attendees to the Union Board of Directors meeting. She asked each member representing the following organizations to provide organizational updates to the board.

Executive Branch: Jacob Morse

- Announcement of Statement made backing administration and condemned inaccurate findings
- Board of Trustees University affairs committee
- Academics add-drop policy
- Announces that students will now be able to drop 16 hours in their academic career instead of 11.

Graduate and Professional Student Federation: JoEllen McBride

- Second Semester Check-in for First Year graduate students in the Morehead Planetarium
- University Research Day will be on March 4th. GPSF is still accepting poster submissions.

RHA: Kendall Nicosia-Rusin

- Announced that there are 4 candidates running for RHA President
- Announced Spring RHA Week (April 3rd- 13th), where many communities will have large programming
- Announced that RHA has around \$200 of grant money left.
- Announced that RHA is piloting a new position of Tarheel Bike Liaison
- Announced that RHA will be submitting a report on outdoor lighting inefficiencies to the Director of Housing

Student Congress: Connor Brady

- Announced that candidates for Speaker are meeting with Congress. Around 30 students expressed interest.
- Honor System Update: Student Congress in the process of updating XF policy about faculty involvement in the honor system, which will be reviewed and sent to the Student Congress, Student Body President, Faculty Counselor and the Chancellor.



- Announced that \$140,000 has been allocated and that the amount of money remaining will be gone soon.

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CUAB: Gabe Chess

- Announced that CUAB is selecting new Committee Chairs. The applications will be available at the end of January.
- Announced that the application for CUAB president is available.
- Announced that events this semester will include free movies, hot cocoa, Comedy Festival, and the MLK day speaker from Monday.
- Working toward the approval of next quarter's events.

CUEF: Ellen Mcdermott

- Announced that CUEF is planning their first event. It will be a student staff appreciation for next Wednesday.
- Announced that CUEF is reviewing ways to improve the jobs of certain student staffs, such as Tech.
- Announced that the CUEF chair application will be going out next week.

Advocates for Carolina: Katie Savage

- Absent, no report

BSM: Darius Latham

- Absent, no report

Campus Y: Cora West

- Absent, no report

SAGA: Lauren Scanlan

- Absent, no report

Faculty Representatives: Wendall Gilland

- Present, but no reports.

Old Business

President Carly Mathews directed the attention of the Board to Presidential selection. Last meeting, Carly Mathews had announced that she would provide a document about how a president hopeful split would run, but the scope of the document was too grand. However, Carly Mathews is still looking for a way to complete the document. She suggests a new Union Constitution, new bi-laws for the Union, and bi-laws for the Board of Directors. President Carly Mathews announces that the application for president is available in the Admin Office of the Union, which is also where it should be turned in. She announced that



she will be sending this information out through the CUAB and Board of Directors listservs and requests that members disseminate the information to their organizations.

Carly Mathews announced that, based upon Board availability, presidential interviews will occur on February 1st and 2nd as needed. She announces that she will be sending out a doodle to the applicants with a range of times. Carly Mathews requests feedback about round-preferences and time preferences.

Jacob Morse submitted his preference for a one day interview process. JoEllen McBride seconded this opinion. Carly Mathews suggests that the one-day be Saturday, February 1st. Several Board members agree that Saturday is better than that Sunday because of the Superbowl.

Carly Mathews directed the conversation towards time preferences. She suggested that since the Board has decided on a one-day interview process. Carly Mathews suggested having one round of interviews in the morning and one in the afternoon. She inquired how long the interviews typically last and Amira Shehata responded that last year the interviews lasted from 10 to 5, with a half hour for each round.

Jacob Morse requested that senior members of the Board describe the interview process to determine if the process of interviewing in multiple rounds is an important component. Carly Mathews mentioned that few enough candidates apply; it may be worth it just to have one round. She described how last year the candidates would be interviewed by 4 Board of Directors members. The second round was an interview by the entire board.

Crystal King asks if we create any criteria for these interviews and what are we trying to learn from the candidates in the first round as compared to the second round. She also asks if there are certain things that will cause candidates to be eliminated from the process versus being advanced to the next round. Crystal King inquires if the Board has any feedback on the interview process in general. Ms. King mentioned that in the past she's seen interview processes where interviews are longer, but involve a presentation by the candidate.

Connor Brady mentioned that Housing does an hour interview with a presentation about one of five topics that have been offered by the board. He believed that that would be very effective and he argued that doing two rounds in one day would be very tiring for both the Board and the participants.

Gabe Chess of CUAB recused himself at this part of the discussion because he is planning to apply for the President position.

Carly Mathews announced that the last update is that Katie Savage with Advocates for Carolina is experiencing health issues and will no longer be participating as a Board Member.

Jacob Morse said that the bi-laws say that the Board will appoint a board to screen initial applicants. Wendell Gilland clarified that in the past screening was the first round. Jacob Morse proposed that the reading of applications can be the first round. Wendell Gilland



recounted that historically, the screening has been an interview, though it does not necessarily need to continue that way. Carly Mathews argued that the current process should be altered because it is very cumbersome to Board Members. Carly described how, with this year's timing, applications are due on the 30th and the process needs to be completed quickly so Thursday and Friday, the 30th and the 31st would be spent preparing for interviews on Saturday the 1st.

Ellen McDermott said that if they must interview everyone in the morning, then the Board could discuss and only invite people back for a second interview only if there was some sort of tie. Carly Mathews mentioned that the only issue with that set-up is timing, because they need a new President as soon as possible. Harold Woodard gave an account of how the president selection process usually takes place, with a first round of interviews by a committee who then recommended candidates. He highlighted the fact that the CUAB bi-laws allow for candidates who were not recommended to come back and continue the interview practice. Carly Mathews recommended doing full-board interviews during the afternoon of February 1st.

Connor Brady asked about advertising a 30 minute interview and 15-20 minute stump speech from the candidate, followed by conversation. Connor Brady said that he did not feel comfortable asking candidates to do a presentation because the application is already out and it may not be appropriate to backtrack and request more of candidates. He argued that a stump speech about goals is much easier to prepare than a presentation. Crystal King passed around applications for review. Connor Brady noted that there are 9 short answer questions on the application.

Amira Shehata noted that the reason for second round interviews in the past was uncertainty about a few of the candidates. Wendell Gilland said that the rounds have been built into the process. Mr. Gilland noted that it was less intimidating for applicants to meet with a committee first. Harold Woodard said that at least 1/3 of the time the students who were the most impressive in preliminary rounds were not selected. Crystal King said that it is important to have more formal criteria to judge the applications and essays. This would allow board members to rank applicants beforehand, which would mean that the board can spend less time with the candidates. Mrs. King noted that in a real-world scenario, applicants would not have time to warm up in early interviews and that we would like to provide them with that experience. She recommended having a committee of board members review the applications and rank candidates. Jacob Morse agrees and adds that after application review, only inviting a few people.

Connor Brady described the Daily Tar Heel board of director Editor In Chief selection process. He noted that the board should have more oversight in how the application is written, to keep it from varying too much. He also recommended that in the future, the board allows for more time between the due date of the application and the interviews. Connor Brady agreed with the ranking of applicants followed by interviews that had been suggested.



Carly Mathews offers to send out a google doc of standard criteria. Jacob Morse said that the committee who reviews the applications should decide how many people are interviewed based on the quality of the applications. Harold Woodard asked if we would need to change the bi-laws to allow this interview procedure. Connor Brady says that there is not enough time to change the bi-laws before a new president is elected. Carly Mathews said that she will send out an email describing the process that has been discussed to committee members. She offered to set a number and designate a committee to review the applications.

Amira Shehata mentioned that in the past, everyone on the board had access to the applications and would write up questions for each person. Wendell Gilland said that this could work again this year if the committee of the Board tells the board which applicants have been asked for interviews to prepare beforehand.

Jacob Morse said that the board should note in rejection emails that the bi-laws stipulate that anyone can come to be interviewed, even if they have not been invited. Connor Brady recommends scheduling extra time for this instance. Carly Mathews announced that she will send out an email with details about this process and the selection committee.

Crystal King asked if the board would need any space or resources during the selection process. Carly Mathews announced that the review of applications will be entirely online, so space will not be needed. Jacob Morse and Carly Mathews mentioned that they are comfortable not meeting before the interviews. Connor Brady said that this conversation is a good one to have before changing the bi-laws. He also said that he would like to meet in-person before the interviews. Carly Mathews suggested continuing this discussion via email.

Jacob Morse made a final note about how many Board Members are absent from this meeting and how that will have an impact on interviews. Carly Mathews said that she already knows that several board members will not be available for interviews. The Board discussed what time the interviews should take place. Crystal mentioned that the Union will take care of the cost of interviews.

New Business

Crystal King deferred to CUAB's Zoey Letendre and Kate Kryder to discuss changes at CUAB.

Zoey LeTendre provided the "CUAB Fall 2013 Programming" handout and introduced herself. She is one of the Program Advisors to CUAB and she has held this position for 6 years. Kate Kryder introduced herself. She is starting an interim position at CUAB.

Zoey LeTendre described CUAB Handout (Attachment 1). She announced that CUAB averaged 200 people per event, not including FallFest. Zoey LeTendre announced that CUAB worked with community groups including Cat's Cradle and Hidden Voices. She announced that 40 of the 50 events were held within the Union's space. Zoey LeTendre described the Highlighted events on the CUAB handout. Zoey LeTendre announced that Brittany Clark has joined their staff.



Kate Kryder announced that she will be reviewing FallFest to see if it still serves its purpose. She announced that she will be developing an executive student leadership program for Fall 2014. She announced that CUAB will be holding boot camp for new Committee Chairs this semester. Kate Kryder also announced that Brittany Clark will be helping with training and development.

Zoey LeTendre announced new events: film showings, ongoing MLK celebration, Comedy Festival (February 19-22), hot cocoa, classic film series (the Godfather February 6th), and Oscar night. Ms. LeTendre announced that new board Applications going out January 27th. They will be due on February 7th. She announced that they will be holding group interviews February 10th-14th. Board of Directors is invited. Zoey LeTendre announced that the CUAB president interviews will begin the week of February 17th. Once selections are made the new president will choose members for the Activities Board.

Harold Woodard asked if CUAB has considered doing some Activities Board member training over the summer. Zoey LeTendre confirmed that summer training has been discussed, but mentioned that it is difficult to plan because of conflicts.

Jacob Morse congratulated Kate Kryder and inquired about what prompts the critical look at Fall Fest that Kate will be doing. Kate Kryder described how CUAB will be analyzing Fall Fest for efficiency. Crystal King interjected that another point of evaluation for Fall Fest is risk management. Crystal King described how the administrators have requested examination of the formalities of FallFest commencement.

JoEllen McBride inquired if CUAB advertises to graduate and professional students. Zoey LeTendre responded that CUAB tries to advertise to graduate and professional students, but is looking to improve. Zoey LeTendre exchanged contact info with JoEllen McBride.

Carly Mathews inquired if there is other information that board members could use to determine the effectiveness of CUAB programming. Opens the floor for questions.

Jacob Morse inquires how CUAB picks projects. Gabe Chess responded that the CUAB chairs, of which there are eight, propose ideas each quarter and the Board decides. Carly Mathews described how ideally the board will be diverse enough that a variety of programming will be produced. Jacob Morse followed up by inquiring how funding is allocated between the quarters. Gabe Chess described how funding is split up equally for each quarter, and then divided even further among the committees. Gabe Chess described how Homecoming and FallFest are taken out of the budget before it's decided. Zoey LeTendre added that MLK, the Jazz Festival, administrative staff, and grad student salary are also items that are taken out of the budget before it is divided.

Amira Shehata inquired whether there has always been some sort of CUAB training for committee chairs. Zoey LeTendre confirmed that there has always been some form of CUAB training. It has grown and developed in the past five years. Kate Kryder described how training will go on throughout the spring. Amira Shehata asked if they believe that this



long training process will deter anyone from applying. Gabe Chess explained that the actual amount of training time is quite small- only 1 meeting a week for 5 weeks.

Carolina Union Director: Crystal King

- Provided a handout with Departmental Updates (Attachment 2).
- Highlighted Folt Fest, which was a success despite bad weather.
- Announced that Board Minutes will be available online and in the Administrative office.
- Announced that the Maintenance and Housekeeping staff moved all of the furniture, refinished the floors, and sanitized everything over winter break.
- Announced that the Great Hall floor has been refinished.
- Mentioned that Fall 2014 reservations started today and that it went well.

Connor Brady thanked Crystal and commended the Union for a job well done.

Subcommittee Reports

President Mathews opened the floor for any additional business.

Adjournment

Having no other business, President Carly Mathews adjourns the meeting at 6:43pm EST.

As a courtesy to members of the board, the below list is an extracted action item list for easy review.

Board of Directors Action Items



carolina union
MORE THAN A BUILDING

ATTACHMENT 1
END OF ATTACHMENT 1

ATTACHMENT 2
END OF ATTACHMENT 2