

Carolina Union Board of Directors  
Meeting Minutes  
Wednesday, December 03, 2014

<b>Attendees</b>
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**PRESENT:**

Gabe Chess	President of the Carolina Union
Crystal King	Carolina Union Director
Ivy Hardy*	Speaker of Student Congress
Kyle Villemain*	Sub for Student Body President
McKenzie Folan*	Executive Branch
Marissa Rose*	Student Congress Appointee
Harold Woodard*	Faculty Member Appointment
Tommy Koonce*	Faculty Member Appointment
Ellen McDermott*	Carolina Union Employee Forum
Keegan McBride*	Campus Y
Bridget Walsh*	Sub for WXYC
Kyle Reeves*	Sub for GPSF President
Lindsey Wallace*	GPSF
Justin McNabb*	GPSF
Megan Johnson	Assoc. Director, Comm. and Creative Sciences
Robert Kunstman	Sr. Assoc. Director for Student Life and Leadership
Scott Hudson	Carolina Union Senior Assoc. Director, Operations
Joe Singer	Sr. Assoc. Director of Events Management
Melanie Margarum	Carolina Union Events Coordinator

**ABSENT:**

Jacob Hinton*	CUAB – Union President Appointment
Wendell Gilland (Business)*	Faculty Member Appointment
Jake Bernstein*	CUAB appointment
Priyanka Mehta*	Greek Alliance Council
Olivia Branscum*	WXYC
Shamira Lukomwa*	Muslim Students Association
Taylor Bates*	President of the Residence Hall Association
Antonio Serrato-Capuchina*	GPSF Appointment
Nicolas Hanna*	At-Large Student

**PRESENTERS:**

Melanie Margarum	Carolina Union Events Coordinator
Justin McNabb	GPSF

\* Voting Member of the Board

## Meeting Summary

The following points were addressed and voted on by the Board on December 3, 2014:

1. The Board moved and approved to remove Priyanka Mehta, the Greet Alliance Council representative from the Board due to her absence this semester.
2. The Board voted and approved on the Proposed Building Hours for the 2015-2016 school year.
3. A proposal for the re-design of the Student Government was brought before the Board to be voted on in the future.
4. The Board voted and approved to amend the Bylaws in order to reflect the new mission statement and the position split of the Chair of the Board.
5. The Board voted and rejected the re-allocation of the Class of 2000 Lounge to the Carolina Veterans Organization.

## Call to Order

President Gabe Chess called the December 3, 2014 Union Board of Directors Meeting to order at 5:30 pm.

## Old Business

### Approval of the November Minutes

President Gabe Chess moved to approve the November 19, 2014 meeting minutes that were sent out to the board members for review. With no corrections to the minutes, the motion was seconded and the November 19, 2014 minutes were approved with no additional changes.

## New Business

President Gabe Chess directed the Board's attention to the concern of meeting attendance. He indicated that if a member missed more than two meetings, the Board had the right to remove said individual from the Board. President Gabe informed the Board that the Greek Alliance Council representative, Priyanka Mehta, has been unable to attend Board Meetings this semester, and the Board has not heard anything from her about her absences. Gabe made a motion to remove Priyanka from the Board, and called the Board for the vote. All present members voted to remove Priyanka from the Board, and the motion was approved. Re-appointment of the empty Board position will open up to student organizations in the spring semester, and the new appointment will be brought to the Board for a vote.

### Carolina Union 2015-2016 Building Hours

President Gabe introduced Melanie Margarum, a Carolina Union Events Coordinator, to present the proposed building hours for 2015-2016. Regular building hours will stay the same; the only time the building deviates from regular operating hours are during holidays. On holidays, the building runs on reduced hours. On occasions where the building is "Limited Opening," only the Information Desk and a few Operations staff will be present in the building. See attached Building Hours Proposal for specific dates.

The Board opened a discussion on the reasons the building doesn't open until 11:00 am on Sundays. Because most libraries on campus also don't open until 11:00 am on Sundays, the Board was concerned that students may not have a place to go before that time. Crystal King informed the Board that she would look into the costs associated with opening the building earlier on Sundays in order to bring the issue up for consideration by the Board.

President Gabe called for a vote in order to approve the building hours, all present members voted for approval.

### **Student Government Space**

President Gabe introduced Justin McNabb to present the proposed re-design of the Student Government space. In order to have an appropriate amount of space for their purpose, Student Government plans to move to the CUAB Suite, Room 3109. CUAB will move to the current SAFO Suite, Room 2519. SAFO will move to the current CLD Suite, Room 3505. Finally, full-time staff will relocate to the Student Government Suite, Room 2501.

Student Government has consulted with STORR in the new design for the space. The new design has a more open lounge area, a kitchen, and glass doors in order to promote transparency and visibility. In addition, there will be increased storage capacity, some student meeting areas, and public space with a hospitality center. Certain positions within Student Government will also have their offices in order to conduct meetings and interviews. Justin informed the Board that the total cost for the re-design would be \$55,523.39; \$42,260 will be for the area while the rest will be allocated for the glass doors. Justin plans to be re-using some furniture for certain offices and purchasing new furniture for others.

Crystal King clarified that the reason behind moving the offices is to create more synergy and to fuel collaboration within the Union. Student Government appreciated the space they were originally allocated, but none of it was really presentable to the student population. A lot of the furniture was handed down, and the space was not easily accessible to full-time staff or the students. Crystal indicated that she had held many discussions with members of CUAB, Student Government, and SAFO in order to find what best suited each department. With each department moving forward, the spaces were able to be looked at differently and reallocated based on the needs presented.

Crystal informed the Board that the original budgeted amount for the space was \$55,000, and although the proposal is a little over budget, every component, for example the glass walls, are really important in order to promote transparency. A concern regarding the security of the offices was brought up in consideration of the glass doors; for example, students in the public areas will be able to see documents in the offices, some of which might be sensitive. Crystal clarified that all cabinets, doors, and additional storage will have the ability to be locked, and security was heavily concerned in the design meetings.

The CUAB design is still in progress, but Gabe wanted to bring the idea to the Board's attention. Gabe thanked Justin for presenting and informed the Board that the vote on the space will not happen at this point.

### **Amendment to Bylaws to split the Union President into Two Roles**

President Gabe then brought the attention of the Board to the revised documents regarding the position split of the Union President. All documents are attached.

#### *Bylaws Discussion*

President Gabe reviewed the revised the Bylaws page by page. He highlighted the changes made to each section since the last meeting and welcomed all feedback. Gabe indicated that, in regards to the addition of the new position, the intent was not to create a rigid structure of the position, but rather a fluid process that is flexible to new ideas and insights. The Bylaws have been amended to reflect the split of the position, the revised wording to gender neutral, the addition of the non-discrimination policy, and the update to the current mission of the Carolina Union.

Tommy opened up a discussion to remove Section 7.5 regarding the removal from office of the CUAB President. He suggested that the process for selection and removal from office should be the same as that for the Chair of the Board. Gabe clarified that the reason the recommendation to remove from office from the Sr. Assoc. Director of Student Life and Leadership was included for the CUAB President was to avoid the motion to remove as a result of one unpopular program. Because the Sr. Assoc. Director of Student Life and Leadership will work closely with the CUAB President, they will have a better understanding of the CUAB President's work ethic and personal life.

Tommy explained that the wording suggests that the CUAB President will have to do as the Sr. Assoc. Director of Student Life and Leadership says, even though "programming should always be led by students, assisted by staff." Upon that explanation, President Gabe agreed that approval of the CUAB President's decisions by the Sr. Assoc. Director of Student Life and Leadership is not how he intended the section to sound. In addition, Crystal agreed that the wording was not meant to shift the power to the Sr. Assoc. Director of Student Life and Leadership, but rather an attempt to understand all the reasons behind removal from office. The wording in the Bylaws was changed to reflect this intention.

Kyle Villemain began a discussion on the three-fourths voting bar to remove from office; the three-fourths majority might be a little high, and it might encourage a populous uprising. Ivy agreed and indicated she would be more comfortable with a two-thirds vote.

There was a question brought up on whether the Board had previously discussed changing the mission of the Union. Crystal explained that the creation of the new, more succinct mission was not brought up to the Board, and was discussed by the full-time staff during the staff retreat. The new mission statement can be easily recited and remembered by all staff, and it encompasses what the Union wants to do. There was general approval of the new statement, but a concern was brought up on the process of its creation. Tommy believes that with all issues relating to the Union, students or the Board should be asked for input and involved in these decisions. President

Gabe indicated that this was good feedback, and they would keep this in mind with further decisions.

Kyle Villemain continued the discussion on the mission statement, asking how the creation of the new position of the Chair of the Board would coexist with the mission to create a safe and inclusive environment. McKenzie clarified that the purpose of the new position is to broaden the Union's voice around campus, not necessarily to make people aware of the building's activities. Therefore, the mission statement doesn't clash with the new position. Keegan agreed and pointed out that the mission statement promotes maximizing a student's time at Carolina while the Chair of the Board is able to expand outreach to student organizations.

*Position Description of Chair of the Board:*

The discussions digressed to the new position descriptions and Gabe indicated that a good proportion of the description was changed to reflect previous feedback from the Board.

Kyle Villemain brought up that in the past, Board members were appointed by the student organizations that were represented on the Board. Kyle wanted to bring to the Board's attention that now applications for the Board are open to the student population, and the Board should be aware of that when recruiting members with strong past experiences and leadership skills.

Marissa opened up a discussion on the suggestions for the expectations of the Chair. The suggestions sounds like requirements or obligations of the position, rather than suggestions and ideas. The wording was changed to reflect the position's intention.

The discussion was directed to the section regarding "Position-Specific Essential Characteristics." Keegan asked how the Board would dictate whether a leadership position within a student organization would disqualify an individual from being eligible for Board Chair. He suggested consulting someone within that organization in order to find out how involved the student must be in that leadership position. Crystal informed the Board that decisions for whether someone will be too involved with another position to take on the responsibilities of the Board Chair is up to the Board. Keegan agreed and clarified that he doesn't want to wrongfully discredit someone if they indicate they hold some sort of other leadership position.

In addition, Crystal asked the Board whether they wanted to include a Title IX policy to the end of description. President Gabe and the Board agreed with the recommendation to be consistent with the University.

*Position Description of the CUAB President:*

President Gabe indicated there were only a few revisions from the last meeting therefore more feedback is welcomed. In addition, Crystal suggested the inclusion of the Title IX policy within this document as well.

Ellen asked for clarification that the new CUAB President would begin working with CUAB immediately after selection but would not sit on the Board until all other new Board members

begin. Gabe explained that the old CUAB President and the new CUAB President would simultaneously be working with CUAB until the new year begins.

Gabe directed the Board's attention to two important items regarding these three documents:

1. Mission: This section is new in regards to the Bylaws and the Board must vote to approve it.

In regards to the creation of the new mission statement, Crystal said that the team working on it included members of CLD, Events Management, Marketing and Design, and other staff. The staff tried to embrace the spirit of what already exists within the building, and to incorporate all people. Crystal continued that the input included some students, but was not formally brought to the Board. In addition, the intent of the new mission statement was to reflect a period of change within the Union. If the Board feels that it doesn't reflect what the building's mission really is, then it should be changed. Kyle Villemain indicated that he would have liked to see the Board involved in the formulation process, because the Board is the driver of the Union. Crystal agreed and shared that in her past experiences, the Board has been less engaged, and in the future she sees that the Board will be more actively involved. Kyle Villemain agreed and hopes that in the future the Board will be involved in processes as well as voting decisions. Tommy made a suggestion to add, "led by students, and managed by full-time staff" to the last sentence of the "Purpose." President Gabe agreed and the change was made to reflect the suggestion.

President Gabe called for a vote in order to approve the new mission statement, 10 present members voted for approval, and the new mission statement was passed.

2. Position Split: The split must be voted on the Board in order to put the idea into motion.

Gabe shared that the split is really important; The Chair of the Board should be more visible and active and CUAB will really benefit to have someone solely dedicated to CUAB. There is a lot of support from Crystal and Bobby, and over time, participation in the Union and in CUAB activities will hopefully increase.

President Gabe called for a vote in order to approve the position split, 10 present members voted for approval, and the position split was passed.

### **Veterans Resource Center**

President Gabe directed the Board's attention to the new idea for the Veterans Resource Center. McKenzie Folan highlighted the presentation. The conversation was about the rededication of the space of the Class of 2000 Lounge into the Carolina Veterans Resource Center Dedicated by the Class of 2000. Because the organization is growing but the veterans don't really have a space to go, the idea is to give the veterans on campus a space of their own. Some of the concerns included giving up one of the larger spaces in the Union and the approval from few members of the Class of 2000 doesn't necessarily represent the Class as a whole. In addition, there were questions regarding the fairness of re-allocating this space without opening it up to every organization.

President Gabe shared that he had a conversation with the Assistant Dean of Students, Brian Papajcik. Brian indicated that there would be a lot of benefits to this initiative, but it is up to the Board to decide how to allocate this space. There is a lot of uncertainty in regards to the future and what staffing will be available for such an initiative.

In a conversation Kyle Villemain had with Vice Chancellor Crisp about some of the long-term veterans issues, Kyle shared that there would be a proposal for a group of full-time staff dedicated to student veterans on campus. Kyle indicated that dedicating this lounge to the veterans would fit with the University's overarching plan, and currently there is no other space on campus planning to be dedicated to this cause.

Keegan asked whether there were any statistics on this organization. Gabe indicated that the registrar hasn't been tracking student veterans on campus, but there are around 450 students taking benefits as student veterans. This number leaves out those not taking benefits, and hundreds of other veterans who haven't been recognized by the school. McKenzie shared that there are around 60-70 students in the Carolina Veterans Organization (CVO).

Ivy opened up a discussion about whether the CVO has considered other spaces than the Class of 2000 Lounge. Because it is a very valuable space, she shared that she would be more comfortable with utilizing a space that sees less daily traffic. Crystal shared that the CVO is new to campus and, in allocating space this past year the Union gave an office to CVO. Jacob Hinton then found that the Union is a prime space for what he was looking for because it is at the center of campus. He actually noticed that the Class of 2000 Lounge didn't really see that much traffic which opened up a count of how many people were in the lounge this past semester. Crystal continued that Jacob opened up a discussion about a long-term idea where eventually the space would be exclusive to veterans and staffed by a full-timer.

McKenzie added that the trend with veterans currently is that they tend to stay away from the hub and central campus life. Part of the reason the Union is so suitable for the cause is that, because of its location, it would encourage veterans to be more involved on central campus life.

Kyle Villemain pointed out that there is a much larger demographic of military affiliated students and alumni, and that would add to the number of people using the lounge. Currently, the issue is whether it would be acceptable to give the lounge to one student organization and whether that student organization would attract enough people to put the space to good use. If the space was opened up to attract a broader community, it might be better used. However, it will be difficult to facilitate who identifies or qualifies as associated with the military. Keegan agrees that because there are not statistics about this specific organization, it feels super rushed to re-allocate space now. In addition, many other student organizations could make a viable argument to claim this space, and it would be sloppy to allocate this space to one organization without much consideration on the Board's part.

Kyle Reeves added that many organizations that require space must reserve a room whenever they meet. Even those who meet every week or every month must reserve a room every time.

Kyle asks what differentiates this organization that would get allocated this permanent space from other organizations that need space as well. Marissa clarifies that from her understanding, the CVO is looking for recreational space that they could use as they see fit, not necessarily for formal meetings.

In addition, Marissa asked whether the space belonged to the Union or to the Class of 2000. For clarification, Scott Hudson indicated that the Class of 2000 funded the furniture in the lounge as their Senior gift, and that the space belonged to the Union.

Ivy shared that this is just one student organization, and to make such an unprecedented decision is a little dangerous. She brought up that when Student Congress needs to make an unprecedented decision, they open up the feedback to the student body, and allow them to partake in the decision. In addition, she is concerned that there are some people who wanted this space because it was known to be quiet while others viewed the space as a central hub, which seems somewhat contradictory. Crystal shared the Board will be generating a master plan soon, and feedback about the Union will be opened up to all of campus.

Kyle Villemain shared that veterans on campus are not an easily identifiable group. Therefore, the only way to bring this group of people together is to have a space just for them, in order to fuel organic interactions with others who share similar experiences. The lounge is a unique space that the CVO plans to use to advocate for this group of people. However, Kyle questions whether it is the Union's responsibility to provide that space to this organization.

Justin shared some opinions from his fellow graduate student veteran friends. They took this space allocation a little different and indicated that they would not benefit that much from having a space for themselves. The students shared that they don't necessarily need any special treatment and that their service was their job and duty. In fact, the students mentioned that they might benefit from having a space for their kids to play in, but not necessarily a lounge for themselves. However, they did agree with Jacob in that veterans do connect with other veterans easier than civilians. Justin then pointed out that exclusively giving this lounge to one demographic is derisive of the Union mission, which is to create a safe and inclusive environment.

Ellen opened up a discussion on whether the Union would be running the Veterans Resource center and how an individual would gain entry into the lounge. Gabe clarified that the lounge would be for all recognized student veterans, not just for those in the CVO. There is not a set plan to administer admission to the space. In regards to the Union's facilitation of the space, it would be mainly upkeep and housekeeping. The CVO has offered to update the furniture in the space.

Kyle indicated his concern with the organization being just one year old. In addition, he questioned that if the CVO was offering to refurnish the lounge, then the Class of 2000 gift will be replaced. There is nothing in the space that will represent the Class of 2000.



Tommy pointed out that in the past, there was an organization with a space in the building, and they ended up asking the Union to fund a full time staff member. Tommy wanted to make the Board aware of this potential budgetary issue in addition to all the concerns brought up by the other members.

On another note, Kyle Villemain proposed an alternative in recognizing the space as the “Class of 2000 Lounge, Honoring Carolina’s Veterans.” Then at any point, when the CVO wants to host an event, they are welcome to congregate there. In this alternative, the space is not exclusively allocated to the organization and is a stepping-stone to test the organization’s potential. Keegan shared that there are already groups on campus that unofficially congregate in areas that they call their own. In addition, this process was never formally opened to other organizations and is now seriously being considered by the Board.

Kyle Reeves added that the Union’s mission is to create a safe and inclusive environment, and therefore it is not the Union’s job to allocate space to any specific cause. However, he is open to finding somewhere or something that can be done to show that the Union supports this cause, without involving the complications of space allocation. Gabe added that this would be a puzzle piece to the other initiatives happening around campus, and it is up to the Board to decide the involvement of the Union in such initiatives.

Harold Woodard closed saying, “There is a history on campus that administrators view this building as theirs. There is also the reality that ultimately, this space belongs to the students. This body constitutes the will of the campus and therefore it is the Board’s decision to make. Rightfully so, this power and this privilege was granted to a group of students who we trust will take this responsibility seriously as evident by this past discussion.”

On that powerful note, President Gabe called for a vote in order to approve the allocation of space to CVO, 10 present members voted against, the motion was not passed. Gabe thanked the Board for a wonderful semester and he looks forward to the ideas to come.

### **Informational Presentations**

#### **Director’s Report**

Crystal King informed the Board that her report was wishing everyone a great break.

### **Adjournment**

Having no other business, President Gabe Chess adjourned the meeting at 7:30 pm.