

**WYOMING UNION BOARD
MINUTES OF THE MEETING
Monday, April 11, 2016**

PRESENT: DeTienne, Zafft, Lowe (for Mai), Hanson, Kearns, Kath, Axelson, Rubio-Wallace,

NOT PRESENT: Mai, Nisley, Adimoraegbu, LeFebvre

ALSO PRESENT: Erin Olsen, Jennifer Kirk, Marta Givens, Eric Webb, Bailey Quick

MEETING CALLED TO ORDER: Hanson called the meeting to order at 4:03 p.m.

MINUTES APPROVAL: Hanson asked if there were any additions or corrections to the minutes of the February 8, 2016 and March 7, 2016 Union Board meetings. There were none, the minutes of the February 8 and March 7 meetings were approved.

DIRECTOR'S REPORT: DeTienne reported that the two big items she needed to discuss will occur later in the meeting.

ASSOCIATE DIRECTOR'S (OPERATIONS) REPORT: Zafft reported that the Union is still in the process of finding a Marketing Coordinator. One interview just ended and there will be two more later this week. The first two candidates are no longer in consideration by their choice.

Today the Physical Plant was supposed to do some surveying around the building in order to upgrade to LED lighting in public spaces. This will save the University on its utilities. Later LED lighting will be added to conference rooms and offices. This request has been in for almost two years now, in fairness to them they are changing multiple buildings across campus to LED lighting.

Zafft distributed a Survey Summary of results from the EBI survey and explained that comparison data with other schools would be available later in the summer. She mentioned that the survey had about a 24% response rate or about 840 students, most of whom were women, living in off campus housing. Zafft said that the Union has been doing the survey since 2002, so there is a lot of data. This year most of the numbers increased. She explained the way the survey works is there are thirteen different factors and each factor is an assortment of questions relating to a specific topic. The statistical analysis boils it down to the factors in order to better interpret the results. Kearns asked if .23 is equal to 23%, referring to Publicizes the Union and Promotes Campus factor. DeTienne added that it is not 23% it is increased by .23 points. Zafft said it is a scale between one and seven. The increase could be caused by the addition of a marketing department two years ago. Zafft informed everyone that the last group of pages is the University detailed questions. The questions that were asked are specific to UW regarding the CAC, SCLE, Food Services, resource centers etc. The open ended questions have not been looked at yet.

ASSISTANT DIRECTOR'S REPORT (ACTIVITIES/PROGRAMS): Kirk reported that the CAC officially launched 7220 Entertainment at the X Ambassadors show on April 1st. Students have been hired for the event coordinator positions with 7220 for next year.

Nominations were closed one Friday for the RSO award. Kirk said this is the most nominations received since she has been here. There are thirteen nominations for the Outstanding RSO award.

The CAC is currently in the process of interviewing graduate assistances for next year. Later this week or next the CAC will be interviewing for summer program positions.

After confirming room reservations with priority scheduling the CAC will start planning its programs for the fall.

ASSISTANT DIRECTOR'S REPORT (SLCE): Olsen reported that SLCE is in the process of hiring lots of students. There are two paid positions, one is a student marketing coordinator and the other is a student coordinator for community engagement. As well as a bunch of team leaders for FYI, The Big Event, etc.

A change that has been added with the Big Event is a student executive team with six students. These students will help plan and get things ready for the event later this year.

Alternative Break trips went well. There were five trips throughout the US and a couple international. Olsen added that off of that Sagan Hunsaker was nominated and received the Staff Internationalization Award for all her work with the Alternative Breaks program.

SLCE is gearing up for earth week. There will be a lot of fun activities, including Laramie Clean Up that is a partnership with the City of Laramie on Saturday, April 23rd. Zafft, a member of the Sustainability club, added that on Earth Day there will be a resource fair with SLCE, a glass recycling from ASUW and the WCC, a tiny house out in Simpsons plaza, and a band powered by a solar generator. It is a fun student driven event.

FOOD SERVICE REPORT: Givens reported that the look is being changed on some of the units with electronic monitors, these include Rolling Mills, Pita Pit, and Spokes. This will allow for a quick change on the spot and will brighten things up.

Givens said that Food Services is looking forward to working with the Union on Union Fest.

TENANT REPORTS:

University Store –No representative in attendance.

Dean of Students Office – No representative in attendance.

First Interstate Bank –No representative in attendance.

Copy Center – No representative in attendance.

ASUW – Kath reported that ASUW is wrapping up with lots of legislation. Kath informed everyone of Senate Resolution 2505 which is the campus restroom equality for transgender non-conforming students. A clause in the resolution states that it calls for greater renovations for single use gender neutral family restrooms and that every new building built on campus must have at least one single use, gender neutral, family restroom. The debate for this topic will be held tomorrow evening.

Kath explained that in one resolution ASTEC would like to raise the fee from \$25.00 to \$50.00 for services at Bison Run, the Gateway Center, The Hilton etc. These services do require further travel and is more of a bourdon. Another resolution ASTEC would like to add is a fee waiver to Dean of Students programs. Currently any program facilitated through the Dean of Students office has to pay a fee and this resolution would eliminate that fee. Axelson asked with the increase would that need to go in the Fee Book. Kath

responded saying that because it is a per program bases she doesn't believe so. This is just a resolution; it is not an actual piece of legislation. Axelson added that if it does pass it could possibly be brought to Mai to reflect in the Fee Book. Lowe said that if it is currently in the Fee Book it would need to be added. DeTienne asked what kind of impact would it have on their revenues. Kath said she wasn't sure, they would know more after the meeting tomorrow night. After looking at the Fee Book it does show the outline for ASTEC fees, Kath said she would inform Andrew tomorrow night.

OLD BUSINESS:

- a. Visioning Team- DeTienne informed everyone that the core team met with the consultants after the last meeting. Short term, long term, and low costs were all discussed at the meeting. Hopefully sometime this week or next week the consultants will present their final documentation which will then be taken to either the executives or the board depending on the results, then come back down to be discussed with the core team. There is a good chance there will be a meeting this summer.

NEW BUSINESS:

- a. Budget- DeTienne distributed copies of the Union FY17 Budget Proposal. She explained that she was extremely conservative on fees because summer fee dollars have decreased and the uncertainty of the finalized budget. This is the cause for the decrease in the estimated fee revenue amount. Other revenue increases about \$2,000 which is the standard increases for our paying tenants. DeTienne informed everyone that operating expenses had increased due to labor increases. This is all for student employees, there is an extra programmer and there are extra hours for SLCE students. In the past the Union has relied on year end dollars to be able to staff the SLCE office into the summer, this year it has been worked into the budget. DeTienne said that benefits have decreased a bit partly because people that have departed the Union had some family and employee plus one insurance and new employees have been just employee insurance. Support Services is an increase for program costs. DeTienne announced that Travel expenses is staying about the same due to student travel. The Alternative Breaks travel has been moved from Support Services under Program and Services and has now been moved to Travel. This is all student travel with the exception of the few staff members the Alternative Programs sends on the international trips. Kearns asked if the Marketing coordinator position is part of Labor. DeTienne replied that the labor expenses covers all full time, part time, and graduate assistants. Student labor and GA labor is about \$240,000, and about \$880,000 is for full time salary. Lowe asked with the labor costs increasing and the benefits costs decreasing, it is counter intuitive which is due to health insurance mostly. DeTienne said it is due to health insurance and student labor. The Union does not offer all those benefits for students. The student labor is getting put into the right budget this year, instead of using end of the year money available. Hanson asked if there were any more questions or comments, and upon hearing none, asked for a **motion to approve the budget**. Kath **so moved**. Rubio-Wallace **seconded the motion**. The budget passed by a show of hands. Axelson abstained.

OPEN FORUM: Kath informed everyone that a friend and fellow student, Ina Goodman passed away and her vigil will be tomorrow night at 8:00PM in Fraternity/Sorority Mall.

ADJOURNMENT: Hanson adjourned the meeting at 4:36 p.m.

Respectfully submitted,

Darcy DeTienne