EXECUTIVE COMMITTEE MEETING
4th December 2018, CTO 8:02 am
UWM Union EG79
2200 E Kenwood Blvd
Milwaukee, WI 53211

I. Call to Order

II. Roll Call

1) Alyssa Molinski - present
2) John McCune - present
3) Zen Johnston - present
4) Josh Rivers - present
5) Luis Filho - present
6) Alexis McAdams - present
7) Emma Horjus - present
8) Mary Greuel - present

III. Reports
Zen: Recaps UW-Reps events from the weekend, including the closed conference call that met to discuss dissolution and reformation of Reps without branch campuses. One more ICC meeting will happen before the end of the semester.
SAPS: Urges SA members to remind chairs to submit minutes for committee meetings. Working with Student Involvement to reevaluate SAC grant related processes.
Luis: Working on campaign for Cultural Event that will happen on Dec 11th. Ordered SA tablecloths.
Josh: Working on handling backlash from SAC grant cuts and hearings.
James (OAC): OAC is meeting this Friday.
Emma: SFC Non-allocable round 1 has started, impact statements will be sent out today and preliminary hearings are this Friday.
Mary: Will be working on manual grant approvals in Engage. Search and Screen for Title XI coordinator is moving forward.
Alexis: Working on proofing SharePoint legislation folders, records are complete for 18-19 (through December 1st) and 17-18, and currently working on 16-17 and working backwards.
John: Met with Kelly Haag, discussed recent death of a UWM student and the possibility of SA coordinating a vigil or remembrance event of some kind. SLIC met and made some revisions to smoke-free policy implementation plan.

IV. Open Forum

No members from the public wishing to speak.

V. Approval of Agenda
   a. Josh moves to amend the agenda to add items 8.i “Student Vigil”, 8.j “Emergency Senate Meeting” and 8.k “Spring Office Hours” and to move item 8.E “Outreach and Image: SAC and SA” in between items 8.A “Winter Break work schedule”
and 8.B “Business Card Legislation Engage Form” and adjust the item order accordingly, seconded by Zen.
Motion by Josh to approve the Agenda. Second by Zen. Motion to approve agenda passes unanimously.

VI. Special Orders
None

VII. Old Business
a. Approval of the Exec meeting minutes from 27 November 2018
Josh moves to approve the Exec meeting minutes from 27 November 2018. Second by Zen. Motion passes unanimously.

b. Spring Semester Outreach Goals and Strategy
Josh introduces a presentation on Spring Outreach Strategy with three major parts: Transparency, Campus, and Community. Discussion follows about keeping Josh updated as to what Exec members are doing, online availability of meeting minutes, Exec attendance at SA events, communication with Milwaukee Journal Sentinel, unified SA initiatives, and listening tours.

VIII. New Business
a. Winter Break Work Schedule
SAPS got word back from Becky about the SA budget, essentially Exec doesn’t have the budget to work over winter break and Winterim. This is due to Exec clocking hours in the summer before the start of the 18-19 Academic year. Last day to clock hours in 2018 is Dec 22, first day in 2019 to work is Jan 22.

b. Outreach and Image: SAC and SA
Josh introduces this item and sets out a list of actionable tasks to address public relations-related problems with the Appeals process (SA) and the Spring 2019 SAC funding cuts (SAC). Discussion follows about the following issues: assessing the application problems, communication with Student Involvement, appeal procedure documentation for the Senate and OAC, professional communications with organizations that appealed on Sunday, carry-over of SAC grant request totaling errors into the SAC Grant legislation, following of bylaw processes regarding appeals, features of previous SAC applications (PantherSync system) and this year’s SAC applications (Engage system) particularly regarding the ability to edit request totals (per person vs total request).

Josh brings up the issue of the appearance on the SAC Grant legislation of approvals for more than requested amounts and suggests calling an Emergency Senate Meeting to address these concerns openly and transparently.

c. Business Card Legislation Engage Form
Emma points out that the Business Card legislation directs the Treasurer and Secretary to handle this initiative and suggests using an Engage form to collect information from Senators. Laya suggests to use the Online SA information form to encourage Senators to submit that information, but an additional form would be for a formal request for getting the business cards in the first place.

d. DC Trip Funding
Alyssa turns this over to Quincy who shares the justifications: total lodging for four participants would be $1,356.00, per diem would be $1,064, and estimated flights would be $1,032, with a total of $3,452. Quincy suggests raising the flights cap to 300 per person for a total of $1,200 for flights and complete travel total of $3,620. Alyssa explains the background of the trip – it is traditionally done by UW Reps, but given the recent activity of that body it was decided that it would be preferable to send 4 (instead of 6, save on lodging cost) UWM SA members to lobby on behalf of UWM, with the assistance of Tom Lujack in University Relations (who works on lobbying issues) and Sam Rogers, a student who has lobbying experience. This financial support would come out of the SA Exec budget. After Senators have submitted their applications there will be a training session to cover the basics of lobbying. Topics for lobbying include proposed Title IX changes, university funding, and undergraduate research funding.
John moves to approve funding for the DC Lobbying trip for the amount of $3,620 to come from the SA Exec Board travel budget, seconded by Zen.

ROLL CALL VOTE:
Alyssa – Yes
John – Yes
Zen – Yes
Luis – Yes
Alexis – Yes

Motion passes.

e. Panthercard Double-Sided ID Funding
Alyssa explains this project, which was an initiative by a Senator at the beginning of the 17-18 Academic year, is to enable the Panthercard office to print double-sided IDs. There were problems for this initiative to overcome (software upgrades, cost to purchase the printers, expanding this service to branch campuses), but there was informal communication with the Panthercard office on the behalf of the previous (17-18) Exec board to commit $5,000 over two years to the Panthercard office. No written record of this communication can be located at this time.

Alexis moves to allocate $1,250 from the SA Exec technology budget and $1,250 from the SA Exec printing budget to the Panthercard Office double-sided ID initiative for a total of $2,500. Seconded by John.

ROLL-CALL VOTE
Alyssa – yes
John – yes
Zen – yes
Luis – yes
Josh – yes
Alexis - yes

Josh, the Campus and Community Engagement Director, strongly encourages the 19-20 Exec Board to follow a similar process for the following fiscal year.

f. SA Spring Tabling
John, Zen and Alyssa introduce this topic for SA to table more often to get the word out about SA, chiefly for recruiting students for open seats and the upcoming Spring elections. This is mainly in Josh’s wheelhouse, who suggests that it is incorporated into the listening tour initiative. More will be discussed at a later date.

g. SAPS and Executive Role in Senate Meetings
John introduces this topic to bring up the discussion of what Exec and Senate’s role is in during Senate meetings, in particular with two instances in the last Senate meeting: first, Alexis presenting her opinion on how she would vote if she was still a Senator, and second, members of SAPS sharing their thoughts using “I think,” language.

Quincy provides context to the role of SAPS as an advisory body and the difficulties in how this works with Senators because SAPS does not have one-on-ones with Senators – therefore, advising needs to happen at Senate meetings and looks different than advising to the Exec or OAC. Quincy explains that even though the “I think” language is traditionally communicated as a personal opinion, the phrasing in this context is used to communicate the professional information from their office.

Alexis expresses confusion with John’s concern, particularly in how the Exec and Senate branches should relate and communicate with each other in different contexts and viewpoints, and thinks it needs more discussion to make sure members of the Exec board are on the same page. The entire Exec board agrees that this needs to be an ongoing discussion.
Josh moves to table this to the next Exec meeting, seconded by John. Motion passes unanimously.

h. **Spring Semester Senate Meeting Schedule**
Alyssa notes that the first 2019 Senate meeting is on Jan 27th, and the first 2019 Exec meeting is tentatively on Jan 22nd. Alexis asks Alyssa to share the list of Spring Senate dates soon for scheduling purposes.

i. **Student Vigil**
Alyssa pledges to talk to Sarah about this issue this afternoon and catch up on the details of the situation with John and Zen. Additional action by the Exec board is not necessary at this time.

j. **Emergency Senate Meeting**
Alyssa supports the idea to pass a resolution to clear up the 2019 SAC Grant legislation issue. Discussion proceeds as to the details of the agenda, how to treat tabled legislation, placement of tabled legislation in Old Business, communication of Roberts Rules actions (such as tabling) to the Senate, and the role of Exec to mention and/or persuade Senators to a particular course of action.

Mary and Alyssa will work on drafting the resolution text, with assistance from Josh and several Senators, including those on SAC and those who identified the mismatched numbers at the December 2nd Senate meeting.

Josh moves to approve an Emergency Senate Meeting to be held on Sunday, December 9th at 5pm, seconded by Zen. Motion passes unanimously.

k. **Spring Office Hours**
Alyssa introduces the importance of getting Spring schedules set. Alexis will send out a link to a SharePoint document for everyone to enter their schedules in order to set office hours and Exec meetings for the Spring semester.

**IX. Questions and Concerns**
Alexis asks about the timing of the Emergency Senate Meeting Agenda and PMN communication. Alyssa will send out a heads up to the Senate today, with a draft agenda and PMN to follow later in the week.

**X. Adjournment**
Josh moves to adjourn. Second by Luis. Motion passes unanimously.

*Meeting adjourned at 10:16 am*