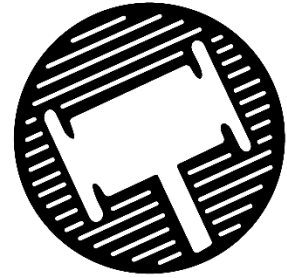


**Stout Student Association
Executive Board Committee Minutes
Sept. 10th, 6:30 PM
Elk Creek, Merle Price Commons**



1. Called to Order 6:35pm.
2. Roll Call

	Present	Absent	Excused
President Dumke	x		
Vice President Johnson	x		
Director Stolen	x		
Director Serier		x	
Director Gentz	x		
Director Wiseman	x		
Director Haas	x		
Director Edlin	x		
Director Reed	x		
Advisor Witucki	x		
Guests: None			

3. Approval of Minutes
 - A. [May 18th, 2020 Meeting](#)
Motion by Stolen, seconded by Johnson, to approve the minutes.
Approved unanimously.
4. Approval of Agenda
Motion by Stolen, seconded by Wiseman, to approve the minutes.
Approved unanimously.
5. Discussion
 - A. Continuation of Executive Retreat – President Dumke
Dumke: We were not able to finish up with the Executive Retreat, and some folks were not able to attend, so we will briefly review the content. Several changes took place over the summer, including the impacts of COVID-19, civil unrest, continuation of Chancellor Frank’s leadership, and introduction of former Governor Thompson as Interim UW System President. USS will meet remotely. Office capacity is reduced; 4 in the main office and 2 in the side. Athletics has been cancelled. A number of items pertinent



to SSA are directly impacted due to COVID-19, including potential implications for Open Meetings Law compliance. We need to be working on streaming our meetings because of limited access to campus for non-students and people who are not Stout employees. SSA is fully moving to Microsoft Teams, including for file storage and chat functions (shifting from Slack and CONNECT). Each committee chair is responsible for adding members from their committee to Teams.

Edlin: The Sustainability Council still has its own Team from last year; should it remain separate or be moved under the SSA Team?

Johnson: It would be best if it could be housed as part of the SSA Team.

Edlin: I will check in with our advisor and can begin that transition.

Dumke: We will need to make sure that everyone is able to access the SSA team that needs to for that.

Dumke: We are in the process of scheduling office hours using our randomized order of names. I went in, generated a random number for people in the order, and also generated a random number for Director Stolen to have a place in the order. Be watching your officer email for when it is your turn to schedule your five office hours. I would prefer to only have one director in at a time, with 2-3 people scheduled at a maximum to allow for visitors. I prefer hours to be done in person, but they can be done virtually if you do not feel safe or find it difficult to perform them in person. Reach out to me if you would like to perform your hours virtually.

Dumke: We need to reimagine what the office can be. There has been some progress in the office in the last week, and there are several items that need to be done still. We will need some help, potentially over the weekend, to change things over and prepare for next week. Longer term, we have the opportunity to change up some of the technology in the office since many people did not utilize the existing technology. Having docking stations could create some more flexibility in how we use the physical space in the office. We need to tidy things up and surplus some items.



Would appreciate some help in doing this. Directors should clean out their filing cabinets. We will probably not be able to reasonably do or require office hours until the week of 9/21.

Witucki: Has someone reached out to Ben Markl with Conferences & Events about utilizing the Involvement Porch?

Johnson: I did reach out to him, but I have not heard back.

Dumke: We have named an appointee for the Director of Communications, Grace Stolen. I am not able to directly remove the Visibility and Outreach Committee, but I do not intend to appoint anyone to that committee. We have had a growing number of standing committees in recent years, and have had difficulty filling some committees. That committee may have met once or twice last year. I intend to include the elimination of that committee through a future round of bylaws amendments. How do other directors feel about eliminating that committee?

General consensus: In favor.

Dumke: It is not likely that we can easily schedule in-person meetings for USS and some standing committees. USS will be virtual in Fall 2020, and standing committee chairs can make the determination of whether to meet fully online or using a hybrid modality. All-in-person meetings will not work due to accessibility concerns regarding the pandemic. If committee chairs do wish to use a hybrid modality, they are required to accommodate people who do not wish to attend in-person. Written committee reports are a requirement, as verbal reports are difficult for minute-taking and very inconvenient. There is a form to submit committee reports on CONNECT.

Dumke: We need to have an Executive Board that has a culture of trust in order to accomplish our mission as SSA. We may have briefly touched on some expectations regarding this, but as a review: we need to enforce the constitution and bylaws. Ask for help if you have questions on this. Please reply to Teams messages and emails in a timely fashion. We need to be complying with COVID guidelines for our safety and to model what we wish to



see from campus. We need to treat people with kindness and understanding, including with directors, senators, staff, students, etc. We need to communicate if there are conflicts or challenges with other directors so that we can actually address problems. For the start of this fall, I plan to have one-on-one meetings with directors to foster better communication and understanding of expectations. Transitions from previous people in director positions have not always been smooth, so it is important to have good communication. I plan to email directors to set up a 20-30 minute one-on-one relatively soon.

Dumke: What goals do we have for this semester?

Gentz: I want to ensure that the changes I implemented last semester and this summer go over smoothly, especially regarding contingency funding. I also want to reform our procedures for organization equipment purchases, such as having an inventory. As a general goal, I believe that the off-campus housing website is a huge deal. We need to put effort into marketing it to make sure people know about it.

Wiseman: I want to increase the number of students that are registered to vote. I am interested in some sort of lobbying trip, though that may have to look very different. I would like to do something to respond to recent Title IX changes. I agree with Director Gentz on the off-campus housing website.

Haas: Emailing people and developing some project plans. Continuing work from Director Emeritus Beaulieu about improving police-campus/student relationships. Had a conversation with the University Police Chief this summer, but not sure if this can go anywhere right now or not.

Reed: I plan to continue work with the student printers program, especially marketing it. I want to increase marketing of our IT-related programs and reaching out to the student body to start getting some more ideas from



students. We have some money to put towards those ideas. I am encouraged by where we can go with marketing this year.

Stolen: I plan to start off the year by developing some good procedures to effectively start off the year, especially regarding getting items submitted to be put on the agenda and other processes. I plan to put together a form in CONNECT for design requests for when we fill our design position.

Edlin: I want to increase involvement and outreach between SSA and student organizations. I want to work on increasing student health and happiness on campus. One item related to this is expanding food offerings on campus. I want to look at projects like updating lighting to use more LEDs. Senator Leonhard is very involved currently with campus divestiture, and I want to support those efforts. I am hoping to get more people involved with the Sustainability Council this year. I really want to make sure that even during the COVID pandemic that we reach out to students to increase involvement and be welcoming.

Johnson: I would like to finish up with the off-campus housing website. Student legal services is in a bit of a holding pattern right now, but I want to get that up and running. I want to reach out to other campuses' student governments and support them as possible in the aftermath of the unofficial dissolution of UW System Student Representatives. I will work on a 51st Congress budget proposal, improve our senator training, make some changes to the Samuel Lee Wood Medallion, and support everyone as they need it.

Witucki: I plan to be a resource to directors with their individual goals to help people with what they need. Plan on reaching out to Vice President Johnson to finish up two big projects from last year. COVID-19 is presenting a number of



challenges, and I want to be a resource for SSA as it faces those.

Dumke: I want to increase involvement on every level, including with Senators, committees, University Court, and more. I want to increase transparency, especially related to how we are being impacted by COVID and ensuring we remain accessible. Our meetings have not been very accessible in the past, and we have much room for improvement. Hopefully we can increase accessibility as we respond to COVID and maintain that increased accessibility even after COVID. I want to revise CI policies, regardless of exactly what that looks like. The status quo has a number of problems, and it is frustrating that those remain stagnant. I want to make some improvements to our Judicial Branch so that it can function better and ensure we have positions filled. I also want to be a resource for directors in accomplishing their goals and upholding 36.09(5).

Johnson: Please contact me with information you would like on your business cards.

B. USS 51.02 Agenda and electronic meeting guide – President Dumke

Dumke: It is my understanding that at the first EBC meeting that the next USS meeting's agenda would be discussed. Is that the case?

Johnson: It is sometimes, though that is not required or always consistent.

Dumke: We have 5 motions on our agenda so far. Chancellor Frank is putting together a committee to take a new look at college reorganization. Many faculty and staff feel that some changes made during the last round were negative, and that some changes were not made that should have been. This includes some other university entities. So far there is one student representative seat on that committee, so we will be looking at naming a student for that committee. It will meet roughly 3 times this semester. Proposed timeline is to have these changes in place by Fall 2022.



C. SSA Office reorganization – President Dumke

We have a number of tasks that need to be accomplished in the SSA office. Please reach out if you are willing/able to help with That.

Edlin: I would like to make sure we have at least one workstation that has a relatively consistent, professional setup.

Reed: There are a number of different laptop docking stations that we can look at at different pricepoints.

Dumke: A number of docking stations are restricted to specific types of laptops, so they may not work for students with Apple devices.

Edlin: How long would a docking station remain usable/relevant with current laptops?

Reed: 4-5 years.

Haas: When should we have filing cabinets cleaned out by?

Dumke: The first office hours you work are fine. It is really up to you, but I would prefer that you did.

Dumke: What do we need to know regarding office cleaning and trash?

Witucki: Trash needs to be taken outside of the office; Custodial will not be picking up office trash. We can make sure that the SSA office gets some cleaning supplies Delivered.

Edlin: Can we also get some additional disposable masks?

Stolen: I know each building has a designated location to get disposable masks. Where in the MSC is that?

Witucki: Conferences & Events/214 and the Service Center. We are looking at getting masks in additional locations, as well.

Dumke: Would you still like us to still look at getting some?

Edlin: No, we should be good.



6. Updates

A. Director Serier
Absent.

B. Director Gentz
I am working to get things ready for when we meet again and some training materials for budgeting.

C. Director Wiseman
I have been talking to the League of Women Voters of the Greater Chippewa Valley to set up a time for volunteers to come to campus and about communicating things to students if they have to move off campus regarding voting. Question: Can we have in-person events in the Involvement Porch, etc?

Stolen: Yes, we can do in-person events. We will need to fill out a form through the Involvement Center. We just need to be very intentional about mitigating COVID risk and outline our plans for that.

D. Director Haas
Established a time to meet with Dominique Vargas. Chatted with Kat Brogan from the Bridge to Hope regarding Title IX; she will keep me in the loop. Looked into sensory-friendly spaces.

E. Director Edlin
Looked into reallocating fees between Price Commons and the MSC for updating lights.

F. Director Reed
Over the summer I have been keeping in close contact with LIT. I am working at setting up a meeting with some people from LIT. A goal is to keep social justice as a major tenet of my work.

G. Director Stolen
Nothing to report at this time.

H. Vice President Johnson
Staffed the SSA Backyard Bash virtual booth.

I. President Dumke
Working on putting together the list of SSA contacts. We have some empty positions still, especially for Senators. Shared Governance groups are meeting weekly.
I had a request come in from a Team Leader for Votemob about SSA reserving Clock Tower Plaza for a rally on 9/16. I am



wondering about how directors feel regarding SSA reserving the venue for them.

Johnson: There may be implications regarding establishing precedent.

Stolen: Currently, organizations not officially affiliated with campus are unable to reserve campus venues because of COVID-19. People should be able to freely assemble unless the space is going to be reserved.

Witucki: I have a lot to sort through tomorrow regarding this event, as it would go through Conferences & Events which is under the Student Centers.

Reed: What is the maximum number of people permitted at outdoor events in the City of Menomonie?

Witucki: Dunn County Public Health has a number of 75 right now for outdoor gatherings, though it is a suggestion and cannot be enforced.

Edlin: We should look into what we can do for the future regarding a process for handling these requests.

Gentz: I am worried about establishing precedent in doing this. USS is meeting virtually, and we are trying to set an example. It may not be advisable or responsible for SSA to get involved in a large event like this that may not be the best during the COVID pandemic.

Haas: There are some things to take a look at regarding COVID or SSA be involved, but we definitely do need to look at being supportive of our BIPOC students. This event could be part of that.

Reed: It may not be the best thing to slap our name on this, but I agree with Director Haas that we should support BIPOC students.

Dumke: When it is possible, even with an outside group, it is best to keep things on campus. We can keep an eye on things more, have the support of University Police, and can keep participants safer while on campus than not.

Stolen: What cooperation has SSA had with the Peace March in the past? Your Turn, Stout is not officially recognized, but is not necessarily an outside group, either.

Witucki: I can look back and see what those



reservations looked like. I can also take a look at Wilson Park as a venue and see if the City of Menomonie would be willing to work with the group.

Edlin: We could potentially take a look at providing PPE, reminders of distancing, or other forms of support like that.

Stolen: I have been in contact with event organizers and am going to volunteer at the event. I know that COVID is definitely being considered as a serious issue, and that there will be precautions such as requiring and distributing masks and other health items, etc. Is there some sort of a threshold for SSA involvement that we would like to meet to be comfortable with being a partner? Another item to consider also is the COVID event approval process that we would need to go through through the Involvement Center before formalizing that partnership and reservation. I would not want an SSA partnership to be a hindrance on the event and organizers given the timeline, and would not want it to be a hindrance on Involvement staff workload given the short turnaround for this event. No matter what, I think we should support this event in whatever ways we can and stand in solidarity with our BIPOC students.

Haas: This event is already being planned, so whether or not the SSA name is on it, there has already been a lot that has gone into it. There could be opportunities for SSA to plug into the event, but we do need to be aware of the fact that SSA is predominantly comprised of white people as we navigate that.

Edlin: I do think that we need to look at this as potentially establishing precedent. We are likely to see some more events like this, and it would be a good idea to establish a process to guide us through similar instances in the future.

Dumke: This will be a decision finalized between Vice President Johnson and myself. I will send out a communication in the EBC Teams channel.

Stolen: We do need to be careful with Teams chats and limit conversations to items such as logistics, announcements, etc to avoid creating a walking



quorum and violating Wisconsin Open Meetings Law.

J. Advisor Witucki

I felt we had some productive meetings this summer. In my day job, I have been trying to provide students with the the best experience possible given the circumstances. A number of issues are still being worked on, especially how to support student organizations this semester.

7. Announcements

A. Johnson: We will have Senator training on our agenda at our upcoming meeting; hopefully we do not run out of time to complete it and do introductions.

Dumke: We are going to skip Caucus for this week and start with Senate at 6:30.

Reed: Are we going to require turning on cameras or not?

Dumke: I don't think we should require it.

8. Adjourned 8:40pm.

