

**Stout Student Association
University Student Senate 51.04
7pm 9/29/2020**

Microsoft Teams ([link](#)) or
715-318-3671, conference id 435 856 914#



1. Call to Order
2. Roll Call
3. Standing Committee Roll Call
 - A. Executive
 - B. Financial
 - C. Organization
 - D. Equity, Diversity, and Inclusion
 - E. Sustainability
 - F. Student Information Technology
 - G. Congressional
4. Words of Wisdom- Senator Baseski
5. Public Comments
6. Open Fora
 - A. MarCom With Amy Luethmers and Social Media Team
 - I. Presented by University of Wisconsin-Stout Chief Marketing Officer Amy Luethmers
 - B. How to use the "Shifts" app in MS Teams.
 - I. Presented by SSA Director of Information Technology Reed
 - II. "I will demonstrate how to open, pin, time-punch, and request shifts using the Teams-app "Shifts"." -Open forum description submitted by Director Reed
7. Approval of the Agenda
8. Approval of the Minutes
 - A. [51.03 Minutes](#)



9. Reports

A. Executive Board Reports

I. President Dumke

- 1) “This week was a busy one! I met with Director Haas, Associate Dean of Students Vargas and Chancellor Frank to discuss some EDI initiatives. I also had my first statewide shared governance meeting, which went well. Had our first Strategic Planning Group meeting of the year, where we started drafting goals for FOCUS 2030. Continued work on scheduling office hours, standing committee appointments, shared governance appointments. Shoutout to Director Reed for being a huge help with using Shifts. Set up some office technology, worked on getting everyone paid. Finally, had my shared governance meeting with the other chairs. Overall, a productive week!”

II. Vice President Johnson

- 1) “Since Tuesday I have helped with the first event of Voters Registration, Presented the bigger version of Senator Training which I worked on with President Dumke’s help, got some more plants for the Office from the NAC Plant sale, Emailed our medallion provider for Sam E Wood to talk about redoing the medallion design to an older design style, talked with Advisor Lee about talking to Campus Groups on Off Campus Housing Website we have a meeting set for Monday, And I have finalized our overflow space for Office hours with both Ben Markel and the Involvement Center so we are good to go there! Lastly, I have ordered everyone's business cards so expect those by next Friday hopefully! I have also attended a meeting of the General Education Response Team, in which we talked a lot of our surveys that we are planning to send out next month to Faculty and Students, and reviewed [the General Education Director Report \(2019-2020\) which I have attached for viewing](#), if you have any comments of that please contact Tina Lee.”

III. Director of Sustainability Edlin

IV. Director of Financial Affairs Gentz

- 1) “This week I worked to develop training materials for the Leadership Summit regarding SSA budgeting and funding. I also attended a meeting of the cashless campus committee where we decided to recommend against going



cashless. Finally, I attended a League of Women Voters voter registration training.”

V. Director of Equity, Diversity, and Inclusion Haas

- 1) “This week I started preparing for my first committee meeting, met with President Dumke, Chancellor Frank and Associate Dean Dominique Vargas in regards to campus EDI, and attended voter registration training with Director Wiseman. I also started brainstorming initiatives for this year.”

VI. Director of Information Technology Reed

- 1) “I attended the LWV "voter registration" Zoom meeting. I tabled for voting registration for about three hours. I took photos of the event, those can be found in the General MS Teams folder. Papercut printers are available in the Price Commons, MSC. I developed the "Shifts" app for our SSA Team. I sent a short bio and image to director Stolen for the SSA Director webpage.”

VII. Director of Organizational Affairs Serier

- 1) “This past week I met with my advisor Krista about the organization renewal process. This weekend I begun process of rereviewing student organizations for organization renewal. I have worked on a time to meet with Heidi regarding SOSOC. Communicated with students about there organization petitions. Working on a strategy on how to reach out to student organizations to feedback on the process.”

VIII. Director of Communications Stolen

- 1) “This week I continued going through the SSA CONNECT website. I finished up getting photos and bios from Directors and have started on the Senators page. The latter will be an ongoing project for a while as I reach out to Senators for their pronouns and photos. I assisted Director Edlin with creating events for Sustainability Council on CONNECT and created events for the Executive Board Committee and Voter Registration on the SSA Facebook page. I interviewed a potential candidate for the Graphic Design position on Monday and Friday and reached out to Advisor Witucki and Rhonda Rubenzer regarding the mechanics of supervising our new hire after an offer letter is extended (which is likely by 9/29/2020). I also reached out to Heidi Germaine with the Involvement Center to let her know about some issues impacting SSA events on CONNECT. I attended the a meeting of the UW-Stout Strategic



Planning Group to discuss some initial goal-setting for the university's FOCUS 2030 strategic plan and also attended the Performance Indicators subcommittee of the UW-Stout Strategic Planning Group for an overview on what metrics are currently being collected to track the university's progress towards various goals."

IX. Director of Legislative Affairs Wiseman

- 1) "This past week I had the National Voter Registration day event on Tuesday. I had also met with Chris Freeman and Jessica Jurgella on voter involvement on campus and what that is going to look like with COVID. We had talked about setting up an absentee ballot campaign and are in the process of setting up another meeting to talk through it some more. I had also had a training on voter registration with the League of Women's Voters on Thursday and plan on setting up another training date so that we can get more senators on the voter registration events. I also started working on some more of the documents that we would need to have for the event on Monday."

B. Standing Committee Reports

I. Executive Board Committee

- 1) "EBC met on Thursday to discuss voter registration, using Shifts for office hours, CONNECT training, and general prep for the directors' first standing committee meetings." -Submitted by President Dumke on behalf of the Executive Board Committee

C. Shared Governance Reports

- I. "Vice President Johnson - At this meeting of GERT, which I attended with President Dumke, we talked a bit about the General Education Directors Report which Tina Lee has compiled as GE Director to get people up to speed on the history of GE at Stout and the problems which surround it. It also includes a bunch of statics and survey data collected over the years that pertains to GE at Stout as well, and finally talks about the plans for GE and GERT moving forward over the coming years. Our next points of discussion were the surveys that we plan on sending out to Faculty and Students about GE this fall, hopefully to gain data on how GE is operating as a whole and what those groups think is going well and not so well. The Faculty one is Launching on



Monday Sept. 28th and will run for a few weeks with reminders sent to faculty, as well as giving them the info they need to help spread awareness of the Student Survey which will launch Oct. 5th and run through till the 30th to help us gain responses from students on and around advisement day. There was a lot of concern over if students will give us good relevant data due to the extenuating circumstances of this semester, but our survey was already worded in a way to glean information about GE as a whole rather than particular elements which students may take frustrations out on due to course delivery methods and overall stress, but it was decided to add a preface to the survey questions to students, acknowledging their hardships this semester, but asking them for their help in building a better more functional GE for future them and future students, trying to be as positive and respectful to students as possible in this message as it was noted that students now are more in tune to society and its problems than in previous semesters and we do not want to make them feel like we are short changing them by throwing this in their faces regardless of the world they live in. The SSA will be helping to distribute this survey via an all students¹ email, as well as providing any assistance we can to Tina Lee on signage and so forth. The Provost office will also be providing gift cards for a drawing to those who choose to enter for filling out the student survey. If you have any questions please reach out to me and I will be happy to answer them!” -Submitted by Vice President Johnson regarding the General Education Response Team; Attachments: [General Education Response Team Agenda 9/25/2020](#); [General Education Director 2019-20 Report](#)

- II. “Papercut is available for all students to download on their laptops. The two printers currently using Papercut are in the MSC and Price Commons. The three important points from Ken Reis, Dan Dunbar, Trent Issacson, et al. are the following. First, software acquisition for faculty is underway, per the normal. Second, laptop deployment for incoming freshmen has been largely successful. Most incoming freshmen were shipped their laptop, in the mail. Those who needed exchanges used an appointment scheduling app to let LIT & Vanguard

Individuals in need of accommodations should contact the Director of Communications at ssacommunications@uwstout.edu



know when they would be present, in the MSC ballrooms. Finally, an audit is befalling LIT. The focus of the audit will be "continuous operations" and "disaster recovery/emergency preparedness." - Submitted by Director Reed regarding the IT Advisory Committee

- III. “The Cashless Campus Committee met on September 23rd, 2020. We discussed a possible system for approving exceptions to a cashless policy and discussed the technological challenges of transitioning to cashless. We concluded that many areas of campus (e.g. areas of the field house, outdoors) don't have the network capability of setting up a credit card reader and that the cost of obtaining technology that is PCI compliant and flexible enough would be fairly high. We decided to recommend against going cashless due to these challenges and others.” -Submitted by Director Gentz regarding the Cashless Campus Committee

D. Senator Reports

10. Unfinished Business

11. New Business

A. [51.04.01](#) Appointment of Senator of Fiscal Management

- I. This motion is to appoint Oliver Gibbs to serve as Senator of Fiscal Management for the duration of the 51st Congress.

B. [51.04.02](#) Automatic Approval of Contingency Requests

- I. A motion to automatically approve Contingency budget requests of \$1000 or under that have already been approved by SSA Financial Affairs Committee.

C. [51.04.03](#) Support for a Temporary Grading Policy for Fall 2020

- I. This motion is to recommend action be taken to provide temporary grading policies for students in response to the COVID-19 pandemic and its effects.

12. Announcements

13. Adjournment

