

UNION BOARD OF GOVERNORS

PROGRAM ATTENDANCE REPORT - SPRING QUARTER 1960

	1959			1960		
AREAS	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.
DANCE AREA						
Dance Instruction	25	1611	64	9	1343	149
Single Swing (Variety D.)	6	2278	380	8	2146	268
Square Dance	9	918	102	7	590	84
The Club (Sat. Nite D.)	3	410	137	2	97	49
TOTAL		5217			4176	
FINE ARTS AREA						
Fine Arts Lounge	46	07075	1163	1	65	65
Art Craft Studio	00 10	001114	111	11 wks.	1270	115
ACS Special Events	1	698	698	4	1840	460
Focus	7	250	36	10	1635	164
Student Faculty Relations	0005	000137	27	1	45	45
TOTAL		0009278			4855	
GAMES AREA						
Demonstrations	1	70	70	—	—	—
Instructions	16	201	13	3	147	49
Tournaments	4	393	98	1	99	99
TOTAL		664			246	
MUSIC AREA						
Coffman Musicale	7	5700	814	6	1568	261
Hi-Fi Listening	9	2586	287	1	8	8
Union Jazz Workshop	7	5285	755	#7	#11998	1714
TOTAL		13,571			13,574	
NOON PROGRAMS AREA						
Noon Programs	15	7479	499	20	19,810	991
Sunday Programs	4	173	43	—	—	—
TOTAL		7652			19,810	
OUTINGS AREA						
Co-Rec Nights	4	365	91	4	499	125
Outing Events	2	294	147	4	1177	294
Outing Instruction	—	—	—	3	234	78
*Outing Rentals	—	—	—	50	*828	17
TOTAL		659			2738	

0 FAL had four other art exhibits for which no attendance figures were recorded

00 weeks 001 transferred from Social Skills area - total includes number transferred

Includes three-day jazz festival during CAF

* number of persons outfitted

	1959			1960		
AREAS	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.
SOCIAL SKILLS AREA						
Charm	14	1348	96	6	697	116
American Foreign Students	4	2315	580	5	4151	830
Graduate Students	3	140	47	-	-	-
Toastmasters	10	87	9	7	48	7
TOTAL		00003890			4896	
TALENT DEVELOPMENT AREA						
Creative Society	10	850	85	8	451	50
Radio-TV Workshop	-	-	-	-	-	-
Talent Bureau	4	1527	382	3	1558	519
TOTAL		2377			2009	
PERSONNEL						
Coke Hours	-	-	-	6	95	16
Parties	1	40	40	-	-	-
Merit Reception	1	163	163	1	155	155
TOTAL		203			250	
PUBLIC RELATIONS						
Ad Agency	2	100	50	-	-	-
Coffee Hours	1	65	65	1	15	15
President's Reception	1	600	600	1	750	750
Tours	-	-	-	6	180	30
WMMR	7	1596	228	3	360	120
TOTAL		2361			1305	
TRAINING AREA (Staff)						
Publicity Clinics	1	35	35	-	-	-
Leadership Seminars	1	12	12	-	-	-
Union Board Council	-	-	-	6	120	20
Spring Retreat	1	32	32	1	28	28
TOTAL		79			148	
SPECIAL EVENTS						
Beaux Arts Ball	1	250	250	1	85	85
Creative Arts Festival**	4	390	99	5	700	140
Board Candidate School	1	5	5	-	-	-
Quiz Bowl	4	2100	525	-	-	-
TOTAL		2745			785	
GRAND TOTALS	212	48692	229	212	54792	255

0000 Total minus Student Faculty Relations amount transferred to Fine Arts Area
 **Most Creative Arts Festival programs listed under separate committees above.

7/14/60

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

1959-60 ANNUAL PROGRAM ATTENDANCE

AREAS and COMMITTEES	1958-59			1959-60		
	NO. EVENTS	TOTAL ATTENDANCE	AVERAGE ATTENDANCE	NO. EVENTS	TOTAL ATTENDANCE	AVERAGE ATTENDANCE
DANCE AREA						
Dance Instruction	68	4985	73	35	5120	146
*The Club	11	2263	206	16	2237	140
Square Dances	26	3162	122	19	1561	82
**Single Swing	22	8179	372	25	9254	370
TOTAL		18,589			18,172	
FINE ARTS AREA						
Art Craft Studio	31 wks.	3588	116	34 wks.	3937	116
ACS Instruction	15 wks.	223	15	16 wks.	230	14
ACS Special Events	10	1885	189	11	2271	200
Fine Arts Gallery	15	1,9550	1303	9	8966	996
Focus	20	3353	168	15	2196	146
Student-Faculty Rel.	under Social Skills			9	710	79
TOTAL		28,599			18,310	
GAMES AREA						
Demonstrations	3	848	283	3	1199	400
Instructions	37	609	16	10	361	35
Tournaments	19	2702	142	23	1977	86
TOTAL		4159			3537	
MUSIC AREA						
Coffman Musicale	16	1,1690	731	15	7940	529
Hi-Fi Listening	30	1,3716	457	13	9131	702
Union Jazz Workshop	19	1,5533	818	16	23,660	1479
TOTAL		40,939			40,731	
NOON PROGRAMS AREA						
Noon Varieties	45	29,786	662	66	69,235	1049
Sunday Programs	12	1202	100	8	430	54
TOTAL		30,988			69,665	
OUTINGS AREA						
Co-Rec Nights	9	704	78	19	2426	128
Fovers	39	1225	31	—	—	—
Outing Events	3	319	106	22	5368	244
Outing Instruction	—	—	—	3	234	78
Outing Rentals	—	—	—	50	***828	17

TOTAL

2243

8856

*Formerly Saturday Nite Dance

**Formerly Variety Dance

***Number of persons outfitted

1958-59				1959-60		
AREAS and COMMITTEES	NO. EVENTS	TOTAL ATTENDANCE	AVERAGE ATTENDANCE	NO. EVENTS	TOTAL ATTENDANCE	AVERAGE ATTENDANCE
SOCIAL SKILLS AREA						
American Foreign Stu.	11	4239	385	10	4335	434
Charm	40	8497	212	25	4444	178
Graduate Students	6	391	65	—	—	—
Toastmasters	28	821	29	24	271	11
Student-Faculty Rel.	17	1677	99	under Fine Arts Area		
TOTAL		15,623			9050	
TALENT DEVELOPMENT AREA						
Creative Society	12	1110	93	15	1726	115
Talent Bureau	8	5516	690	6	2772	462
WMMR	23	6146	267	under Public Relations Area		
TOTAL		12,772			4498	
PERSONNEL						
Parties	9	310	34	1	60	60
Coke Hours	—	—	—	13	442	34
Leadership Seminars	6	111	19	under Training Area		
Merit Reception	1	163	163	1	155	155
TOTAL		584			657	
PUBLIC RELATIONS						
Advertising Agency	4	183	46	2	55	28
Coffee Hours	4	690	173	4	90	23
WMMR	under Talent Area			14	1458	104
President's Recept.	9	1600	534	3	2200	733
Union Tours	—	—	—	11	438	40
Counselor Orientation	2	105	53	2	110	55
TOTAL		2578			4351	
TRAINING AREA						
Publicity Clinics	1	35	35	4	58	15
Leadership Seminars	under Personnel			7	124	18
Spring Board Retreat	1	32	32	1	28	28
VIP Fall Retreat	1	107	107	1	87	87
Union Board Council	—	—	—	9	221	25
Board Candidate School	1	5	5	—	—	—
TOTAL		179			518	

See next page for special events

AREAS and COMMITTEES	1958-59			1959-60		
	NO. EVENTS	TOTAL ATTENDANCE	AVERAGE ATTENDANCE	NO. EVENTS	TOTAL ATTENDANCE	AVERAGE ATTENDANCE
SPECIAL EVENTS						
Coffman Capers	1	5000	5000	1	3000	3000
Homescoming Dance	1	3425	3425	1	4500	4500
Christmas Sing	3	4006	1335	3	4100	1367
Christmas Semi-Formal	1	438	438	1	490	490
Open Houses	1	600	600	—	—	—
Ski Train	3	1247	416	1	360	360
Sno Ball	1	850	850	1	596	596
Quiz Bowl	4	2100	525	—	—	—
Beaux Arts Ball	1	250	250	1	85	85
#Creative Arts Festival	4	390	99	5	700	140
Sports Spectacular	—	—	—	1	155	155
Shelley Berman	—	—	—	1	5040	5040
TOTAL		18,306			19,026	
GRAND TOTALS	646	173,443	268	607	197,534	324

9/18/60

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

UBOG APPOINTMENTS 1960-61

President: Dick Stanford
Vice President: Doug Johnson
Secretary: Ellen Fitzgerald

Program: Kay Jordan

Public Relations: John Hake

House and Finance: Ron Moe

Personnel: Tom Mattison

Noon Programs: Karen Cravens

Social Skills: Judy Gilquist

Outings: Charles Nightengale

Games: Sidney Kaplan

Music: Marcia Duffy

Fine Arts: Marolyn Downing

Talent Development: Joyce Cremers

Dance: Carole Clifford

Member at large: Joyce Cremers

Standing Committees

Program:

Jordan *
Downing
Cravens
Dr. LaBerge

Personnel

Mattison *
Duffy
Gilquist
Mr. Pederson

Public Relations

Hake *
Clifford
Fitzgerald
Dr. Moore

House and Finance

Moe *
Nightengale
Kaplan
Mr. Wolfangle

Executive

Stanford *
Johnson
Fitzgerald
Cremers
Dr. Thomas

* Chairman

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

July 18, 1960

I. Standing Committee Reports

A. Executive Committee

- 1) Chairmanship Approval
- 2) Board membership cards
- 3) West River Expansion

B. Personnel Committee

- 1) Welcome Week
- 2) Chairmanship Approvals
- 3) Chairmanship Openings

C. Program

- 1) Co-sponsorships
- 2) Student-Faculty Committee
- 3) Homecoming Dance
- 4) Mills Brothers Program
- 5) Bob Newhart Program
- 6) Summer Program Report

D. Public Relations

- 1) Union Film
- 2) 20th Anniversary
- 3) Fee Statement Holders
- 4) WMFR

E. House and Finance

- 1) Room Reservations
- 2) Schedule Conflict
- 3) Others

II. Old Business

- A. Orientation Report

III. New Business

IV. Announcements

- A. President's Reception, August 18
B. Union Organ

V. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of July 18, 1960

Members Present:

Ron Hoe, Doug Johnson, John Hake, Dick Stanford, Joyce Cremers, Tom Mattison, Carole Clifford, Judy Gilquist, Karen Cravens, Mr. Walfred Federson, Dr. E. L. Thomas, Mr. Gordon Starr

Members Absent:

Kay Jordan, Ellen Fitzgerald, Dr. Forrest Moore, Marcia Duffy, Sidney Kaplan, Charles Nightengale, Dr. David LaBerge, Marolyn Downing

Others Present:

Ron Barrett, Ted Kaul, Bill Van Dusen

The meeting was called to order at 7:15 p.m. in Room 346 of Coffman Memorial Union on July 18, 1960 by President Dick Stanford who complemented the Board on the excellent turn out for the first summer Board meeting. He explained that while we had a full quorum (11 members) that the minimum required by the By-Laws was five for the Summer Board Meetings. It was good that we had as many there because of the amount of business that we had to do. President Stanford also explained that we would be handling some items of business in a different manner than usual because of the inability of committees to function during the summer months.

Executive Committee Report

- 1) The Executive Committee approved Petsy Johnson as chairman of Charm upon the request of the Personnel Committee.
- 2) The Board membership cards were distributed to the members who were present.
- 3) President Stanford reported that the Minneapolis Campus Planning Sub-Committee on Union and Food Service Facilities had met and briefly explained that Mr. Winston Close, University Architect, outlined the preliminary plans for the West River Campus. Mr. Close pointed out that these plans are still subject to further study. Buildings to be included on the west river bank include a library, typical and general classrooms, a theater, a student union, office space, dining facilities, an art building, and residence halls. The West River campus would also include a mall, however, it would be much smaller than the mall located on the East River Bank. The student union is presently designed to be situated right on the river bank which would give it the advantage of having the river view. Included in the student union would not only be dining facilities for the general campus, but also dining facilities for the residence halls. Plans are being made to include one kitchen to serve both the student center and the residence halls.

Mr. C. T. Johnson, Assistant Vice President stated that from the plans he felt that the residence halls were too great a distance from the student union to enable this plan to work effectively. There is a possibility of having underground tunnels but still this would be too far for students to have to go in order to get their meals. Changes may have to be made to include dining facilities for the residence halls, however, this is what we are trying to get away from due to the expense of building and operating another kitchen.

The committee then considered the next steps to be taken.

1. There is a need to study what the possibility of clearing classrooms would be over the lunch period to accomodate eating space in the first phase of building on the West Campus area.
2. There will have to be increased income through student fees and other means, not only for the union building but for maintaining the building upon completion.
3. An investigation will be needed to determine whose responsibility it is to provide study space. It has not been the union's responsibility to provide study space but it is the responsibility of the union to provide bag lunch space. It was the expression of the Union Board that in areas where bag lunch room is provided and vending machines installed, the income from these machines should be used to defray expenses of such rooms.
4. A request was made for sketches of the union and food service facilities.
5. It was suggested that UBOG study and recommend priority of facilities for the union building on the West River Bank.

President Stanford referred the matter of priority of facilities to the House and Finance Committee to work on.

- 4) President Stanford pointed out that the 13th National Student Association Congress would be held at the University of Minnesota, August 22 to September 1, and approximately one thousand students from various colleges and universities would be attending.

Motion K-1541

It was moved that the Union Board recognize the National Student Association by a welcome banner, poster, or some other means of welcome to the campus.

Motion seconded and carried.

- 5) It was suggested that the information desk have available a notary republic. This matter is being looked into and will be reported back at a later date.
- 6) The House and Finance Committee looked into the letter by Mr. Starr regarding improvements in the Terrace Reading Room in cooperation with the Director of University Libraries, Dr. Stanford.
- 7) The Executive Committee excused Marolyn Downing and Dr. E. I. Thomas from the May 31 meeting.

Personnel Committee

- 1) Chairman, Tom Mattison reported that there is a need to start moving on the Welcome Week program. In the beginning of August all members will be hearing more about the plans of Welcome Week which theme is "The Roaring Twenties". Tom Mattison pointed out that the man power will have to come from the Board and committee members and he stressed that we must get moving on this matter.
- 2) There are no chairman approvals as none had been submitted to the personnel committee for interviewing.
- 3) Chairmanship openings. President Stanford stressed that this was a very serious matter especially in regard to the Homecoming Dance chairmanship which is a major undertaking. He suggested that everyone do what they can in regard to filling existing vacancies.

Program Committee Report

- 1) Due to the fact that the Aquatennial Jazz Program was being held in the Main Ballroom the sixth item, Summer Program Report, was presented first. Ted Kaul, Program Consultant, gave a brief on the first summer session program which ended Friday, July 15. A complete report will be submitted at a later date. There has been a general increase in total participation over last year. The instruction classes in the Art Craft Studio, and the Dance and Bridge Instructions have not reached the proportion they did last year. This is of concern to everyone and the program staff is trying to find out why. There has been a very successful canoe trip and an exceptional program by Bob Nowhart, a visiting celebrity. Both the Friday night and Wednesday night, as well as the Square Dances on Monday nights have been very well attended. Mr. Kaul asked the Board if there were any members of the Board available to help with rainy day programs which would be the use of films in the Main Ballroom at noon. He also asked that if Board members were available and could assist they would be most welcome.
- 2) Student Faculty Committee

Motion K-1542

It was moved that the Student Faculty Committee revert from the Fine Arts Committee to the Social Skills.

Motion seconded.

Narolyn Downing, Fine Arts Chairman, and Judy Gilquist, Social Skills Chairman have been consulted in regard to this change.

Motion carried.

- 3) President Stanford read a policy defining the recommendation for dance attire for both the Wednesday night informal dances and the Friday night regular dance. There has been some difficulty with a few students in this regard which Mr. Barrett and Mr. Starr commented on. There was no question in regard to this policy and procedure for handling individuals who are not properly dressed and do not conduct themselves in accord with accepted standards.
- 4) Homecoming Dance. The matter of selection of the Homecoming Dance Band was considered. Mr. Starr had prepared a list of bands available, prices, and comments regarding these bands. The Board took a straw vote on the preference of bands which were as follows:
(1) Count Basie, (2) Les Elgart, (3) Tex Beneke, (4) Kay Winding.
Dr. Thomas moved that in case these bands were not able to be secured that the Board Members in the Twin Cities area be polled in regard to preference of bands that are available for October 15. A straw vote was then taken for smaller group entertainment.
(1) Jack Teagarden, (2) Four Preps, (3) Red Nichols, (4) Smokey Stover, (5) Anita Bryant.

Motion K-1513

It was moved that if the talent from the list of the top two big name bands were unattainable then we should seek additional talent from the second list of smaller groups.

Motion seconded and carried.

Upon further consultation and after hearing the record of Smokey Stover it was recommended that the listing be revised with (1) The Four Preps, (2) Jack Teagarden, (3) Smokey Stover, (4) Red Nichols, and (5) Anita Bryant.

Motion K-1514

It was moved that the Union Board of Governors accept the list according to choice and that the booking agencies be contacted in regard to priority.

Motion seconded and carried.

- 5) Ron Barrett, Program Director, asked the Board's opinion in regard to the possibility of having the Mills Brothers here in January. The possible date being one week before Sno Ball. The cost would be \$2500. Tom Mattison stated that he thought college students would be somewhat apprehensive about this show. From the discussion that followed, no particular strong interest for this show was indicated.
- 6) President Stanford told the Board that there would be no variety show this year and in place of it there may be an opportunity to work out some other type of popular program. This would depend upon working with the Homecoming Committee and the availability of Northrop Memorial Auditorium. A number of people had suggested Bob Newhart because of the large drawing that he had here at the Union and the fact that he sold so many records in this vicinity. In addition to Newhart, Allen King, Johnathan Winters, and Mort Sahl were suggested. The president asked Mr. Starr to look into the availability of this type of entertainment.

Public Relations Committee Report

- 1) John Hake reported that the film "The 'You' in the Union" will be used in orientation and will be preceded with an introduction by himself and comments following the showing.
- 2) President Stanford outlined the suggestions for our 20th Anniversary this coming fall. They are as follows: (1) A program which we could revert back to the opening of the building with a one-day celebration including the food prices, dress, and program features of 1940. (2) A speaker, concert, or special program. (3) Some type of conference. President Stanford said that the 20th Anniversary is both a matter of program and public relations but that the Public Relations Committee should take the lead on this matter.
- 3) John Hake, Chairman, Public Relations, reported that the committee was in a deadlock in regard to the use of fee statement holders and therefore, it was brought to the Board for their decision.

Motion K-1545

It was moved to accept the plastic fee statement holders to be distributed as previously outlined.

Motion seconded and carried.

Motion K-1546

It was moved to replace the characters on the plastic fee statement holders with the North Star Symbol for UEOG.

Motion seconded and carried.

- 4) Bill Van Dusen, Manager WMMR, was introduced to the Board and explained that KUOM and WMMR are both interested in FM. The original request that has been previously presented to the Board was sent to Mr. Willey through Mr. Starr for University consideration. John Hake read the proposed alternate plan which has been developed by Bill Van Dusen and Mr. Burton Paulu, Director of KUOM. The question was raised as to the significant differences between the two proposals. Bill Van Dusen pointed out that in the original presentation there was separation between KUOM and WMMR and in the latter they are in cooperation.

Motion K-1547

It was moved to accept the alternate plan.

Motion seconded and passed.

Bill Van Dusen thanked the Board for their support of WMMR and backing the request for FM.

House and Finance Committee Report

- 1) There have been no room reservations for office space or reservations requested.
- 2) President Stanford read a letter from Mr. William Munn, Director of University Relations regarding a co-sponsorship between the University of Minnesota and the Law in putting on an educational program for business. This involved the use of the Main Ballroom for lunch whereas we had scheduled a noon program.

Motion K-1548

It was moved to approve this request.

Motion seconded and carried.

- 3) Ron Moe, Chairman, House and Finance Committee, reported that he could only find one copy of the brochure "To Do or Not To Do". This is the popular version of the rules and regulations for use of office facilities etc. in Coffman Union. He will be working on this brochure to bring it up-to-date for distribution to campus organizations and others using the facilities.

Old Business

- 1) John Hake, Public Relations Chairman, outlined the orientation program and said that in addition to the film we will have a display and the Union Board Council brochure will be distributed. Ron Moe raised the question as to the number of individuals from other organizations attending the orientation meetings. John Hake invited other Board members to attend with him but he would need to know in advance if they are coming for dinner as reservations need to be made. President Stanford pointed out that while there are as many as eight from fraternities and sororities attending the orientation meetings that we are not in competition with other groups. He felt that it would be good for the Union Board members to see our program in action.
- 2) Pictures of the Union Board members will be placed in the No. 1 Bulletin Board on Thursday, July 21, 1960

New Business

- 1) Mr. Starr reported that Marlene Boris in the office had been injured in a car accident and with a secretary on leave we have been somewhat short-handed this last two weeks.

Announcements

- 1) President Stanford thanked the Board for those who participated in the July 14, President's Reception. There was an excellent turn out. He would like to thank particularly Ron Moe and others who made the phone calls to Board members and honorary organizations and others who serve as hosts and hostesses for this reception. The next reception will be August 18 and we urge members to set this day aside to help,
- 2) President Stanford reported on the new organ purchased for Coffman Union. When purchasing the new organ we were not allowed enough for the old organ to make it worthwhile on a trade. It was explained that all equipment to be disposed of is turned over to the University Inventory Department. Mr. Starr had suggested the possibility of using the organ at the University of Minnesota at Morris. It was pointed out that they are in need of equipment including library books. A number of organizations in the community are requesting books from residents. We recently received a letter from the University of Minnesota, Morris, indicating that they would like very much to have the organ for a practice organ, and they will take care of any costs involved for transportation and renovation.
- 3) President Stanford announced that the next meeting would be one week prior to Welcome Week.

The meeting adjourned at 9:45 p.m.

Respectfully submitted

Gordon L. Starr
Recording Secretary

GLS:vk

UNIVERSITY OF MINNESOTA
CORTMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

September 12, 1960

I. Executive Committee Report

- A. Homecoming Dance
- B. Mort Sahl Concert
- C. Summer Receptions
- D. Union Board Council
- E. N.S.A. Congress
- F. Button policy for Welcome Week
- G. Board responsibilities

II. Public Relations

- A. Fee statement holders
- B. N.S.A. publicity
- C. Welcome Week

III. Personnel

- A. Chairmanship approvals
- B. Chairmanship openings
- C. Welcome Week
- D. Leadership seminar for UEOG

IV. Program

- A. Summer program report
- B. Homecoming Events

V. House and Finance

- A. Lutheran Student Request
- B. Progress Report

VI. Old Business

- A. Evening orientation report
- B. Meeting times

VII. New Business

VIII. Announcements

- A. Staff appointments
- B. National Recreation Congress

IX. Adjournment

UNIVERSITY OF MINNESOTA
UNION BOARD OF GOVERNORS

Meeting of September 12, 1960

Members Present:

Ron Moe, Doug Johnson, John Hake, Dick Stanford, Joyce Cremers, Tom Mattison, Carole Clifford, Judy Gilquist, Karen Cravens, Ellen Fitzgerald, Charles Nightengale, Mr. Gordon Starr

Members Absent:

Kay Jordan, Marcia Duffy, Sidney Kaplan, Marilyn Downing, Mr. Walfred Pederson, Dr. E. L. Thomas, Dr. Forrest Moore, Dr. David LaBerge, Mr. Douglas Wolfangls.

Others Present:

Ron Barrett, Ted Kaul, Kay McCaffrey

The meeting was called to order at 7:20 p.m. in Room 346 of Coffman Memorial Union. The minutes from the meeting of July 18, 1960 were approved as presented.

Executive Committee Report

- 1) President Stanford announced that Tex Beneke and his Glenn Miller style band and the Four Preps, a popular male singing quartet, have been contracted for the Homecoming Dance to be held in the Union on Saturday, October 15. Two local bands have also been contracted for this dance.
- 2) President Stanford reported that many student groups have activities planned for the Friday night of Homecoming Week when the Varsity Show had previously been held and any program UBOG might plan would conflict. But a concert has been arranged for Tuesday, October 11, the night before Columbus Day, a University holiday. Mort Sahl and the Limelighters have been contracted for this night. The Limelighters is a folk singing group of three men who had a good response at the Hungry I in San Francisco and at the National Student Congress. The president encouraged the Board members to give the concert their enthusiastic support and he has assigned the Focus Committee to have charge of selling tickets and campus publicity. He explained we have a similar joint co-sponsorship with Northrop Auditorium as has been done previously. The Board must try to make up the \$5,000 deficit incurred during the Jazz Festival last spring. Mr. Starr pointed out that the contract has been processed by the University but has not been returned by the Mort Sahl Agency. Once it is returned we will have a 90% guarantee of performance.
- 3) President Stanford thanked all Board members who attended the two summer receptions, the first on the Terrace and the second in the Main Ballroom. He felt both had been effectively presented. He also read a letter from Mr. William Nunn, Director of University Relations, thanking the Union

Board for their help during the President's Receptions. He especially commented on the smoothness with which the changeover was made from the Terrace to the Main Ballroom in inclement weather.

- 4) Union Board Council - Doug Johnson went over the three schedules which were passed out to the members one for contact table, one for panel interviews and the other for personal interviews to be held during Welcome Week. The schedules show the specific assignments for each Union Board member, and he stressed that if anyone cannot meet these schedules they should find another Board member to take their place. He pointed out that Kay Jordan, Marolyn Downing and Marcia Duffy had not been assigned on the schedules but will have returned from Europe by the 21st and will be available to substitute. He also stressed that all the Board members should encourage their friends and contacts to sign up for Union Board Council. All Board members should be present at the final screening for the Union Board Council of Friday, September 23 at 1:00 as appointments must be made that Friday night at the Welcome Week banquet.
- 5) The National Student Congress was held at the University of Minnesota August 22 - September 1 and there were 1200 to 1300 delegates. President Stanford thanked the staff, especially Dick Getchell and his office for having such a smoothly-run Congress in this building. He attended the special workshop on student unions where the movie, "The You in the Union" was shown and this film had a good response.
- 6) President Stanford explained the button policy set up by the Welcome Week Committee. Welcome Week has been losing money each year and therefore must raise money in some way. They don't feel they can raise the prices of their events and dances during Welcome Week as the present prices keep many students away. They decided they must encourage students to buy buttons and plan to do this by requiring every student to have a button to attend the three free dances held during Welcome Week - the First Nighter Dance, Coffman Capers, and Greek Night which are sponsored by YMCA-YWCA, UBOG, and Panhel-IFC, respectively. Welcome Week personnel will staff these dances and buttons will be sold at the door. Mr. Starr pointed out that Welcome Week will be paying the usual charges for the public address system, custodial assistance, etc., for use of the Main Ballroom.
- 7) President Stanford stressed the responsibilities of the Board members and that they should strive to spend the students' money wisely and plan cultural, educational and recreational programs on as high a level as possible.

Public Relations Report

- 1) John Hake reported that due to complications the fee statement holders will not be available this fall.
- 2) He also reported that a banner was put up in the front of the Union welcoming the National Student Association in accord with the motion passed at the July 18 Board meeting.

- 3) John Hake reported that the letter on Welcome Week activities in the Union has been sent out to all freshmen. Plans have been made for a square dance, Magoo cartoons, Dixieland luncheon, coke hour and an outings event for Welcome Week. On Monday, September 19 all of the equipment to build the booths will be in the Ballroom and John encouraged Board members to start building that afternoon or night.
- 4) It was reported that WMR does not have enough money to run a new transmitter into Frontier Hall but arrangements will be made to draw upon the general circuit to the other residence halls so Frontier will have this service also. A loan of \$345 from the Union Relations Committee will be given to WMR so this work can be completed. The money is being transferred within an area and will be repaid by April 1, 1961.

Personnel Committee Report

- 1) Tom Mattison reported on chairmanships and made the following motions:

Motion K-1549

It was moved that Deanna Kunzelman be approved as Homecoming Dance chairman.

Motion was seconded and carried.

Motion K-1550

It was moved that Marilyn Moberg be approved as the Talent Bureau chairman.

Motion was seconded and carried.

- 2) Tom reported there were chairmanship openings but he would not mention the number or specific opening as the area board members know their vacancies.
- 3) Ron Barrett reported that it was felt there should be more leadership training for Board members so they will be better prepared to work with chairman and committees this year. The staff will be very happy to perform this training chore. A straw vote was taken to determine the best time for this training session during Welcome Week and the members decided on Saturday morning, September 24 from 10 to 12. Mr. Starr suggested that this training session be primarily for student members of the Board and not faculty members. He would be willing to hold a similar session at a luncheon for the faculty members. The board concurred that this would be a good idea.
- 4) Tom Mattison stressed that the Board members must especially try to "sell" the Union to the new freshmen at the coke hour and at Coffman Capers. He said he didn't like the word "sell" but this word best described the need. Ted Kaul will be ordering supplies for the Coffman Capers booths this coming Wednesday afternoon and all requests should be in at that time. Board members should be at Coffman Capers and at the coke hour to present their areas and committees.

Ted reported that Ellis Olkon and his Dance Instruction committee would be present to help the committees set up their booths on Monday.

Program Committee Report

- 1) President Stanford reported that the completed summer program report would be presented at the next meeting by Ted Kaul.
- 2) He announced that the Homecoming theme will be "Boil Ill in Oil" and that Homecoming week is October 10 - 15. He encouraged members to plan programs during this week, which is the third week of school and an excellent time for programs.

House and Finance Committee Report

- 1) Ron Moe read a letter from the Lutheran Student Association requesting for fall quarter a room in the Union every day from 12:30 to 1:30 and a room on Mondays from 11:30 to 1:30. They are building an addition this fall and have a number of special programs.

Motion K-1551

It was moved to accept this request and reserve Room 320 on each day of the week from 12:30 to 1:30 and another room every Monday from 11:30 to 1:30 for the Lutheran Student Association for fall quarter.

Ellen Fitzgerald raised the question as to whether we should give up one of the best rooms, 320, every day for that time. Mr. Starr pointed out that if 320 were not used, it would be necessary to fill up three rooms in a series and therefore other smaller groups could not be accommodated.

Motion withdrawn.

Motion K-1552

It was moved to reserve rooms 313-4-5 on each day of the week from 12:30 to 1:30 and another room every Monday from 11:30 to 1:30 for the Lutheran Student Association for fall quarter.

Motion seconded and carried.

- 2) Welcome Week sign

Motion K-1553

Ron Moe moved that approval be given to hang a Welcome Week banner in front of the Union.

Motion was seconded and carried.

- 3) Ron announced that copies of the House Rules have been dittoed and would be distributed at the next Board meeting.
- 4) Progress Report - Ron reported they were not sure when the installation of

the fountain on the Terrace would be completed. He also reported that the new transistor organ had been installed in the Main Ballroom. He reported the roof is being repaired and should be completed soon. The new electrical vault is being installed.

Old Business

- 1) John Hake reported that the Union interest cards are being filled out in the orientation groups. Many students have seen the Union movie and it has been very successful. A complete orientation report will be presented to the Board later.
- 2) John Hake read to the Board a resolution passed by the National Student Congress mandating the N.S.A. staff to work with the Association of College Unions in setting up a convention to study problems and programs of college unions. This mandate was a result of the college union workshop at the Congress attended by President Stanford and Mr. Starr, and John Hake.
- 3) President Stanford reported that last spring it was decided to change Union Board meeting time from Tuesdays at 4:30 to Wednesdays at 4:30 because of a course in the College of Education which many of the Board members are required to take at this time on Tuesdays. But over the summer this course time has been changed to Wednesday so he asked if the meeting time might be changed again.

Motion K-1554

It was moved to hold the Board meetings for the coming year on Tuesdays at 4:30.

The motion was seconded and carried.

Announcements

- 1) Mr. Starr told the Board that Louise Moberly is recuperating from her recent operation at home and will be back to work soon.
- 2) He announced that Patty Mattheisen was married on September 3 and just returned to work. The board congratulated her.
- 3) He introduced Pat Salter who started work last Friday as a Junior Program Consultant and who comes from the University of Connecticut.
- 4) The President then introduced the Board members to the two new staff members.
- 5) Mr. Starr reported that Marlene Boris, who works in the Director's Office, has just returned from the hospital but is not sure when she will return to work.

- 6) Mr. Starr served as a resource person at the National Student Congress
- 7) He also reported that there have been many bookings for the Union movie by other college unions.
- 8) President Stanford reported that Mr. Starr will be attending the National Recreation Congress in Washington, D.C. September 24 - October 1. He will serve on the Standards Committee and will chair a section of the Congress on research.
- 9) Lynn Kidder will be married this Friday, September 16 to Kenneth Ye.
- 10) Kay McCaffrey, Secretary to Mr. Starr, has just returned from a two-month trip to Europe and was welcomed back.
- 11) Board members were given a sheet showing the program staff assignments for the year.

The meeting was adjourned at 9:04 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

The next Board meeting will be Tuesday, September 27 at 4:30 in Room 346.

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

PROGRAM STAFF ASSIGNMENTS

1960 - 1961

Ron Barrett - Program Director
Staff Supervisor and Coordinator
Staff Training
Departmental Liaison
Office Administration
Policy Administration
Program Research
Recreation Student Supervisor
*Program Committee
Union Board Council
Christmas Semi-Formal

Louise Moberly - Art Craft
Studio Supervisor

Art Craft Studio
Graduate Students Committee

Ted Kaul - Program Consultant

PERSONNEL AREA
*Personnel Committee
Orientation
Welcome Week
Leadership Training
GAMES AREA

Marshall Hahn - Art Craft Studio
Assistant

Art Craft Studio
Art Craft Committee Assistant

Ron Loomis - Junior Program Consultant
DANCE AREA
FINE ARTS AREA
Homecoming Dance Committee
Creative Arts Festival Coordinator

Lynn Ye - Junior Program Consultant
NOON PROGRAMS AREA
TALENT AREA
Sno Ball Committee
Creative Arts Festival Assistant

Pat Mattheisen - Junior Program Consultant
SOCIAL SKILLS AREA
OUTINGS AREA
Ski Train Committee
Beaux Arts Ball Committee

Pat Salter - Junior Program Consultant
PUBLIC RELATIONS AREA
*Public Relations Committee
MUSIC AREA
20th Anniversary Program
Christmas Sing Committee

*Representing Mr. Starr

9/9/60
ba

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

UNION BOARD COUNCIL

Contact Table Schedule

Sunday, September 18, 1960

5:00 - 7:00 PM Doug Johnson Pam Princell

Monday, September 19, 1960

UBOG

UBC

Doug Johnson	9:00 - 10:00 AM	Pam Princell	9:00 - 11:00 AM
	Coffman Capers		
Karen Cravens	10:00 - 12:00	Dave Shank	11:00 - 1:00 PM
Joyce Cremers	12:00 - 2:00 PM	Kay Karr	1:00 - 4:00 PM
Doug Johnson	2:00 - 4:00 PM	Kay Balzer	Coffman Capers
		Karen Whaley	Coffman Capers

Tuesday, September 20, 1960

Chuck Nightengale	9:00 - 11:00 AM	Karen Rice
Carole Clifford	11:00 - 1:00 PM	Nancy Witzegreuter
Judy Gilquist	4:00 - 5:00 PM	Marta Lazarus

Wednesday, September 21, 1960

Ron Moe	9:00 - 11:00 AM	Joy Gordon
Ellen Fitzgerald	11:00 - 1:00 PM	Arlene Oberg
Ron Moe	Union Coke Hour	Karen Whaley

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

UNION BOARD COUNCIL

Interview Schedule
(Panel Type)

To be held in Room 231A

Tuesday, September 20, 1960

UBOG

Carole Clifford	9:30 - 11:40 AM
Karen Cravens	11:40 - 1:40 PM
Judy Gilquist	1:40 - 3:40 PM
Chuck Nightengale	3:40 - 5:40 PM
	Supper
Sid Kaplan	7:00 - 9:00 PM

UBC

Joy Gordon
Karen Rice
Arlene Oberg
Nancy Witzgreuter
Karen Whaley

Wednesday, September 21, 1960

John Hake	10:00 - 1:00 PM
Joyce Cremers	
Karen Cravens	1:00 —

Kay Karr
Marta Lazarus
Nancy Witzgreuter

All interviews on
this afternoon will
be held in Room 346.
They will continue
until all applicants
have been interviewed.

Wednesday afternoon interviews may not be necessary. Interviewers will be notified if this should be the case. They will be present at the assigned time unless so notified.

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

UNION BOARD COUNCIL

Interview Schedule
(Personal)

To be held in Room 231A

Wednesday, September 21, 1960

UBOG

Ellen Fitzgerald	2:00 - 4:30 PM
Sid Kaplan	4:30 - 6:30 PM
	Supper
Tom Mattison	6:30 - 9:00 PM

UBC

Joy Gordon
Kay Balzer
Dave Shank

Thursday, September 22, 1960

Tom Mattison	9:00 - 11:15 AM
Ellen Fitzgerald	11:15 - 1:30 PM
John Hake	1:30 - 3:45 PM
Chuck Nightengale	3:45 - 6:00 PM

Dave Shank
Pam Princell
Kay Karr
Karen Rice

Friday, September 23, 1960

Sid Kaplan	9:00 - 12:00 Noon
Ron Moe & Joyce Cremers	1:00-----

Choices will be made following the last interview of the afternoon.

Kay Balzer
Pam Princell

All interviewers are encouraged to be present to help in the final screening.

The names of the 1960 - 61 UBC will be announced at the Welcome Week Banquet, Friday, September 23, 1960.

The above assignments have been made with malice toward none etc-----So if you find it impossible to fill your time, please secure a replacement who is as well qualified as yourself!!!

UNIVERSITY OF KENTUCKY
Coffman Memorial Union

1960 SUMMER PROGRAM ATTENDANCE REPORT

EVENT	First Session		Second Session		1959 Total	1960 Program Total	1960 Service Total
	1959	1960	1959	1960			
Open House	2000	2540	1000	1200	3000	3740	
Square Dance	1130	747	1157	972	2287	1719	
Stio Dance	758	670	640	680	1398	1350	
Terrace Dance	1365	1024	753	480	2118	1504	
Dance Instruction	175	92	99	92	274	184	
Art Craft Studio	539	322	479	305	1018	627	
CS Workshops	97	65	167	8	264	73	
Billiard Room	268	394	427	378	695	772	
Games	411	65	130	112	541	177	
Games Instruction	89	37	62	49	151	86	
Hi Fi Listening	1018	664	927	536	1945	1200	
Bookings	76	96	91	180	167	276	
Annals Finale	116	800	105	150	221	950	
Fine Arts Gallery		1627		625		2252	
Other Group Events	1358	604	2600	723	3958		1327
Special Events		1982		1646		3628	
TV Lounge		110		74		184	
Bowling (after 4:30)	2290	1453	2779	1602	5069		3055
Country Club Area	1054	598	765	389	1819		987
TOTAL	12,744	13,890	12,181	10,201	24,925	18,722 (#24,091)	5369

This year the attendance figures will not include any services which are not directly sponsored or programmed by the Program Office (bowling lanes, group events sponsored by out-of-Union groups, country club area, which includes the lounges, etc.).

- 1) The total attendance was down 834 from last year.
- 2) The 1960 program total was up 4,643 from 1959.
- 3) The service areas of the Union were down as follows: (a) bowling lanes - 2,011, (b) other group events - 2,631, (c) country club area - 832. Total -- 5,477.

#Combined total of 1960 Program Total and 1960 Service Total.

UNIVERSITY OF MINNESOTA
DEPARTMENT OF STUDENT UNIONS
Coffman Memorial Union
Bowling Lanes - Volume of Business
July 1, 1959 through June 31, 1960

I. Lines Bowled	<u>1959-1960</u>	<u>1958-1959</u>	<u>Difference</u>
July	1,571	2,584	- 1,013
August	3,415	995	+ 2,420
September	7,099	6,899	+ 200
October	21,286	23,973	- 2,687
November	24,076	26,289	- 2,213
December	16,505	19,081	- 2,576
January	23,644	29,597	- 5,953
February	27,510	29,318	- 1,808
March	23,231	23,554	- 323
April	21,543	20,905	+ 638
May	12,316	15,427	- 3,111
June	<u>2,862</u>	<u>3,965</u>	<u>- 1,103</u>
Total	185,058	202,587	- 17,529
II. Lineage Breakdown			
Regular	121,951	132,764	- 10,813
League	40,759	48,278	- 7,519
Women's Physical Education	6,887	7,068	- 181
Men's Physical Education	5,464	8,666	- 3,202
Free	365	535	- 170
Special - (Tournaments, Instructions, etc.)	<u>9,632</u>	<u>5,276</u>	<u>+ 4,356</u>
Total	185,058	202,587	- 17,529
III. Dollar Volume:			
July	911.24	902.55	+ 11.20
August	814.60	349.25	+ 526.85
September	2,550.01	2,281.60	+ 262.94
October	8,791.37	9,740.32	- 974.96
November	7,488.40	7,269.75	+ 197.36
December	5,505.42	6,655.19	-1,149.78
January	9,239.47	11,504.80	-2,265.33
February	8,684.96	8,471.39	+ 213.57
March	7,651.89	8,005.25	- 353.36
April	7,217.96	7,718.33	- 500.37
May	4,256.24	4,465.10	- 208.86
June	<u>892.10</u>	<u>1,499.38</u>	<u>- 607.28</u>
Total	64,003.66	68,862.91	-4,848.02
IV. Number of Days in Operation			
	319	321	- 2

UNIVERSITY OF MINNESOTA
 Department of Student Unions
 Coffman Memorial Union
 Billiard Room - Volume of Business
 July 1, 1959 through June 30, 1960

I. Billiard Participants: *	<u>1959-60</u>	<u>1958-59</u>	<u>Difference</u>
July	1,770	1,410	+ 360
August	1,602	1,614	- 12
September	4,203	3,885	+ 318
October	8,637	9,528	- 891
November	7,224	7,155	+ 69
December	5,652	5,454	+ 198
January	7,749	6,876	+ 873
February	6,975	6,804	+ 171
March	6,573	5,817	+ 756
April	6,660	6,576	+ 84
May	6,039	5,832	+ 207
June	<u>3,357</u>	<u>3,414</u>	- 57
Total	66,441	64,365	+ 2,076
II. Dollar Volume:			
July	325.50	257.76	+ 67.74
August	307.86	269.29	+ 38.57
September	865.66	763.21	+ 102.45
October	2,000.78	1,951.73	+ 49.05
November	1,941.75	1,674.48	+ 267.27
December	1,413.28	1,256.83	+ 156.45
January	1,698.35	1,525.45	+ 172.90
February	1,767.17	1,568.98	+ 198.19
March	1,610.24	1,396.92	+ 240.32
April	1,372.18	1,481.55	- 109.37
May	1,391.50	1,262.45	+ 129.05
June	<u>618.74</u>	<u>687.65</u>	- 68.91
Total	15,313.01	14,096.30	+1,243.71

* Billiard Participants estimated as 3 participants per card.

Continuation of Volume of Business
 Page 2 Report - Billiard Room

	<u>1959-60</u>	<u>1958-59</u>	<u>Difference</u>
III. Table Tennis Participants: *			
July	526	444	+ 82
August	396	344	+ 52
September	672	508	+ 164
October	1,374	1,654	- 280
November	1,304	1,354	- 50
December	934	914	+ 20
January	1,210	1,290	- 80
February	1,024	1,460	- 436
March	1,048	1,574	- 526
April	1,084	1,518	- 434
May	1,080	1,442	- 362
June	<u>562</u>	<u>802</u>	<u>- 240</u>
Total	11,214	13,304	- 2,090

IV. Dollar Volume:

July	55.48	45.33	+ 10.15
August	36.73	35.97	+ .76
September	70.52	51.24	+ 19.28
October	148.85	164.63	- 15.78
November	138.10	131.75	+ 6.35
December	106.61	97.80	+ 8.81
January	114.76	125.47	- 10.71
February	120.67	151.24	- 30.57
March	116.55	116.57	- .02
April	119.00	141.95	- 22.95
May	124.75	141.95	- 17.20
June	<u>57.72</u>	<u>67.76</u>	<u>- 10.04</u>
Total	1,209.74	1,271.66	- 61.92

V. Number of Days in Operation: 284 284 0

* Table tennis participants estimated as 2 participants per card.

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

September 27, 1960

- I. Executive Committee Report
 - A. UBC
 - B. Absences

- II. Public Relations
 - A. Welcome Week

- III. Personnel
 - A. Welcome Week
 - B. Chairmanship Openings
 - C. Chairmanship Approvals

- IV. Program
 - A.
 - B.

- V. House and Finance
 - A. House Rules
 - B.

- VI. Old Business
 - A. Meeting Time

- VII. New Business

- VIII. Announcements

- IX. Adjournment

UNIVERSITY OF MINNESOTA
UNION BOARD OF GOVERNORS

Meeting of September 27, 1960

Members Present:

John Hake, Ellen Fitzgerald, Judy Gilquist, Charles Nightengale, Karen Cravens, Sidney Kaplan, Doug Johnson, Tom Mattison, Kay Jordan, Dick Stanford, Carol Clifford, Ron Noe, Joyce Cremers, Marcia Duffy, Dr. David LaBerge, Mr. Walfred Pederson, Dr. Forrest Moore.

Members Absent:

Marolyn Downing, Dr. E. L. Thomas, Mr. Douglas Wolfangle, Mr. Gordon Starr

Others Present:

Ron Barrett, Ted Kaul, Val Kress

The meeting was called to order at 4:40 in Room 346 of Coffman Memorial Union. The minutes from the previous meeting were approved as presented.

Executive Committee Report

- 1) Vice President Doug Johnson thanked all Board members who helped interview freshmen for the Union Board Council. Approximately 300 applicants were interviewed. It is felt that this is the finest freshmen council that the Union has ever had. The Council will begin their meetings next week and plans are being made to have them attend a Union Board meeting in the very near future. President Dick Stanford, on behalf of the Board, thanked Doug Johnson for the outstanding job he did in carrying out the UBC program.

Public Relations Committee Report

- 1) John Hake reported that WMMR contract sales are going at a good rate. The total amount expected was \$1,500. However, at this time, sales amount to over \$2,100. The possibilities for WMMR to pay back their loan are very promising.
- 2) John Hake reported that Coffman Capers had an attendance of 4,000 people.
- 3) John Hake reported that Editors' and Legislators' Day will be held Saturday, October 1, in Williams Arena. This is put on by the University of Minnesota and the Union will have a display revolving around the theme "Twenty Years of Service". He requested Board members to sign up to work different shifts in the Union's booth.

Personnel Committee Report

- 1) Tom Mattison reported that the Coke Hour held on Wednesday was well attended by the freshmen. Staff members did a great deal of work on this event. However, attendance on the part of Board members was rather poor. There will be another Coke Hour on Tuesday, October 4, from 2:30 until 4:30. Invitations will be sent out to all UBC applicants who were not selected for the Council.
- 2) Tom Mattison reported that he felt that Welcome Week was not one hundred per cent successful. The Charm Style Show was a success in itself but it lacked cooperation from other campus organizations. The question was raised as to whether or not to include other organizations in the future. This item was referred to the Program Committee.
- 3) The following committee chairmanships remain open: Ad Agency, Art-Craft Studio, Games, Coffman Musicales, Co-Rec, Fine Arts Gallery, Hi-Fi Listening Hour, Square Dance.
- 4) Chairmanship approvals.

Motion K-1555

Tom Mattison moved that the Board approve Kathleen Dibble as Chairman of Dance Instruction.

Motion seconded and carried.

Motion K-1556

Tom Mattison moved that the Board approve Kay Balzer as Chairman of Single Swing.

Motion seconded and carried.

Motion K-1557

Tom Mattison moved that the Board approve Serene Friedland as chairman of Outings Events.

Motion seconded and carried.

Motion K-1558

Tom Mattison moved that the Board approve Pat Holtz as chairman of Sunday Programs.

Motion seconded and carried.

Motion K-1559

Tom Mattison moved that the Board approve Jane Widseth as chairman of the American Foreign Student Committee.

Motion seconded.

House and Finance Committee Report

- 1) Ron Moe reported that copies of the House Rules were in the Board folders. Every Board member should have a copy of these rules.
- 2) It was reported that the marble slats in the foyer and on the east and west ends of the building are loose and will have to be repaired. Physical Plant estimated a cost of \$2,950.

Motion K-1562

Ron Moe moved that the Board allocate this \$2,950 for tuck-pointing the foyer and the east and west ends of the building.

Motion seconded and carried.

- 3) Ron Moe reported that he felt a policy should be set up regarding the selling of Homecoming Buttons in the Union. In past years there have been many complaints on the part of persons going to the Campus Club, in that they have been pressured by students selling these buttons.

Motion K-1563

Ron Moe moved that the Union Board of Governors not allow Homecoming Button sales in the Union.

Motion seconded.

Discussion followed: Various people stated that they didn't feel this was a problem and that it is all in the spirit of Homecoming. It was then suggested that sales be restricted to the Main Lounge and Foyer. Ron Moe then pointed out that it is a matter of public relations and that misconduct to people in the building is not good public relations. It was stated that the complaints were going to the wrong persons. They should be directed to the Greeks. John Hake stated that he felt that faculty members going to the Campus Club are more than happy to buy these buttons.

Motion fails to carry.

It was pointed out that a note will be going out to people who are concerned with this. A letter will be sent to the IFG Panhel Council.

- 4) Ron Moe reported that a display had to be approved.

Motion K-1564

Ron Moe moved that the Union Board approve a display of Mort Sahl advertisements to be placed on one side of the ticket booth on Ground Floor and on the other side, Homecoming Dance advertisements.

Motion seconded

It was pointed out that these displays are to promote ticket sales in the union.

Motion carries.

Discussion followed: The question was raised as to whether the Board felt that a freshman was capable of doing this job as most foreign students are graduate students. The main purpose of this committee is to acquaint foreign students with the University and as a freshman is new at the University also, the general feeling was that a Junior or Senior could better handle this position.

Motion K-1560

Dr. Forrest Moore moved to table this motion for further study.

Motion seconded and carried.

Motion K-1561

Tom Mattison moved that the Board approve Fritz Gnos as Chairman of Union Jazz Workshop.

Motion seconded and carried.

Program Committee Report

- 1) Kay Jordan reported that the Program Committee approved a co-sponsorship for a political program to be held October 26, at 12:30 in the Main Ballroom. Senator Humphrey will be the speaker. It is a co-sponsorship between YDFL and Noon Programs. It was then pointed out that we have to allow equal time to all other political parties. According to the policy, all other groups have an opportunity to present a program within one week. If no other group takes advantage of this opportunity the same political group may sponsor another program. It was announced that a letter will be going out to all political groups on campus re-informing them of this policy.
- 2) Kay Jordan reported that Ron Barrett received a letter from Mr. Rosen suggesting Chamber Music Programs. There would be six programs held during Winter Quarter. The last program would be made up from requests from the audience. A suggestion was made that the first concert be free and following this, a season ticket could be purchased if desired. It was pointed out that there would be a very minimum charge. This will be referred to the Music Area for further planning.
- 3) The Program Committee approved a \$150 budget for the Union Board Council which comes from the Program Expansion Fund. It was pointed out that this council works as a group and therefore should have some sort of budget. They have been allotted \$50 for each quarter.
- 4) Kay Jordan reported that the Foreign Student Council and the International Relations Club are working on a program which would include certain responsibilities on behalf of the Union. A more definite program will be reported in the weeks to come.

House and Finance Committee Reports

- 1) Ron Moe reported that copies of the House Rules were in the Board folders. Every Board member should have a copy of these rules.
- 2) It was reported that the marble slabs in the foyer and on the east and west ends of the building are loose and will have to be repaired. Physical Plant estimated a cost of \$2,950.

Motion K-1562

Ron Moe moved that the Board allocate this \$2,950 for tuck-pointing the foyer and the east and west ends of the building.

Motion seconded and carried.

- 3) Ron Moe reported that he felt a policy should be set up regarding the selling of Homecoming Buttons in the Union. In past years there have been many complaints on the part of persons going to the Campus Club, in that they have been pressured by students selling these buttons.

Motion K-1563

Ron Moe moved that the Union Board of Governors not allow Homecoming Button sales in the Union.

Motion seconded.

Discussion followed: Various people stated that they didn't feel this was a problem and that it is all in the spirit of Homecoming. It was then suggested that sales be restricted to the Main Lounge and Foyer. Ron Moe then pointed out that it is a matter of public relations and that misconduct to people in the building is not good public relations. It was stated that the complaints were going to the wrong persons. They should be directed to the Greeks. John Haite stated that he felt that faculty members going to the Campus Club are more than happy to buy these buttons.

Motion fails to carry.

It was pointed out that a note will be going out to people who are concerned with this. A letter will be sent to the IFC Panhel Council.

- 4) Ron Moe reported that a display had to be approved.

Motion K-1564

Ron Moe moved that the Union Board approve a display of Mort Sahl advertisements to be placed on one side of the ticket booth on Ground Floor and on the other side, Homecoming Dance advertisements.

Motion seconded

It was pointed out that these displays are to promote ticket sales in the union.

Motion carries.

- 5) Ron Moe reported that there is no way to completely shut off the Main Ballroom from the TV Lounge. He stated at times this can be very annoying to individual watching TV when there is a program going on in the Ballroom. He suggested installing a folding curtain. The cost of one of these curtains which would reach from the floor to the ceiling is \$1,700. Discussion followed and it was the general feeling that this was quite unnecessary. However, Ron Moe pointed out that at times the TV Lounge could be used as a meeting room etc. if this curtain were installed. President Stanford suggested that this be discussed at the House and Finance Committee meeting.
- 6) Ron Moe reported that the Arnold Air Society has requested the use of the Main Ballroom on November 19 for their Blue Tie Ball. It has not been reserved for any Union activities.

Motion K-1565

Ron Moe moved that the Union Board approve this request for use of the Main Ballroom by the Arnold Air Society on November 19.

Motion seconded and carried.

Old Business

- 1) Meeting time was again discussed.

Motion K-1566

It was moved that the Board meet at 7:00 on Wednesday nights.

Motion seconded and carried.

Discussion followed and it was felt that an earlier hour would be more desirable.

Motion K-1567

It was moved that the Board meet at 6:30 on Wednesday nights.

Motion seconded and carried.

New Business

None

Announcements

- 1) President Stanford reported that Mr. Starr is attending the National Recreation Congress in Washington D.C.
- 2) The Union Board of Governors welcomes back Kay Jordan, Marcia Duffy, and Marolyn Downing from their recent trip to Europe.
- 3) The Public Relations chairman was requested to contact a DAILY reporter to cover Board meetings.
- 4) Doug Johnson reported that the "20th Anniversary" ad hoc committee has been reorganized and will be functioning as soon as possible.

Motion K-1568

It was moved to adjourn the meeting.

Motion seconded and carried.

The meeting adjourned at 6:00

Respectfully submitted,

Gordon L. Starr
Recording Secretary

vk

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

Meeting of October 5, 1960

- I. Executive Committee Report
 - A. Class Schedule Cards
 - B. Board Office Hours Policy
 - C. Executive Committee
 - D. Union Board Council
 - E. Absences
 - G. Board Responsibilities

- II. Director of Student Unions Report
 - A. Budget and Funds
 - B. Regional Meeting ACU
 - C. WMMR
 - D. MSA
 - E. Program
 - F. Request of Optimist Club
 - G. President Wilson
 - H. ACU Bulletin
 - I. Count Basi

- III. Program Committee Report
 - A. Mort Sahl Pass Policy

- IV. Old Business
 - A. National Recreation Congress - Mr. Starr

- V. New Business

- VI. Announcements
 - A. Next Meeting

- VII. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 5, 1960

Members Present:

John Hake, Ellen Fitzgerald, Judy Gilquist, Charles Nightengale, Karen Cravens, Sidney Kaplan, Doug Johnson, Kay Jordan, Dick Stanford, Carol Clifford, Ron Moe, Joyce Cremers, Marcia Duffy, Marolyn Downing, Dr. David LaBerge, Mr. Walfred Pederson, Dr. Forrest Moore, Mr. Douglas Wolfangle, Mr. Gordon Starr

Members Absent:

Tom Mattison, Dr. E. L. Thomas

Others Present:

Ron Barrett, Betty Campbell - Daily Representative, Val Kress

The meeting was called to order at 6:45 p.m. in Room 346 of Coffman Memorial Union. The minutes from the previous meeting were approved as presented.

Executive Committee Meeting

- 1) President Stanford requested that Board members fill out two class schedule cards.
- 2) President Stanford brought up the matter of Board Hours which was discussed at a meeting last spring. Each Board member is asked to spend one hour each week in the Board office. This will then help eliminate the difficulty of having the program staff try to contact Board members. President Stanford asked everyone to sign up for the hour when they will definitely be in the Board Office.
- 3) The Executive Committee will be meeting at 3:30 on Fridays in Mr. Starr's office.
- 4) Vice President Doug Johnson reported on the Union Board Council which held its first meeting on October 4. They are starting on decorations for Homecoming Week. The foyer, the front hall and the front lawn will be decorated. The Council has been divided into three groups and are working very well. Homecoming decorations should be up by Monday morning, October 10.
- 5) Secretary Ellen Fitzgerald reported that all absences from the last meeting were excused.
- 6) President Stanford suggested that Board members read over the statement of policy which was distributed last spring which gives the responsibilities of a Board member to his area and committees, his committee chairman and other personnel.

Program Committee Report

- 1) Kay Jordan reported that there were several conflicts for programs on Friday, October 7. Four organizations requested use of the Main Ballroom. The Conflict Committee decided upon the following: The SPAN Banquet will be held in the Junior Ballroom, the Square Dance in the cafeteria, the Nigerian Independence Ball will be held in the Main Ballroom and if a Pep Fest Rally is held it will take place in the Armory.
- 2) Kay Jordan announced that the Program Committee approved the following co-sponsorships: Games Area and the Homecoming Committee for a Table Tennis Tournament from October 11 to October 13. There will be a 50¢ charge. Games Area and the Homecoming Committee for a Bridge Tournament on October 12 from 1:00 to 5:00 p.m. There will be a charge of \$1.00. Games Area and the Homecoming Committee for a Bowling Tournament to be held from October 9 to October 16. This will be a four game series and no handicaps. There will be a \$3.00 entry fee.
- 3) Kay Jordan reported that a new program is in the planning stage. It is to be held on October 21 and plans are made to have a music recital followed by a dance. There will be a more complete report on this at a future meeting.
- 4) Kay Jordan reported that the Games Area has reorganized its area into Bowling, Table Tennis, Billiards, Bridge, and other table games. Sidney Kaplan, Games Area Director reported that a good response is expected on the bowling and bridge tournaments with a smaller turnout for table tennis. Bridge lessons will begin on October 6.

Judy Gilchrist, Social Skills Area Director, reported that Charm will be putting on a Homecoming Style Show on Thursday, October 13, 1960 in the Main Ballroom at 12:30. On Wednesday, September 28, a welcome party was held for foreign students. This committee has been reorganized and more cooperation is expected from both American and foreign students.

Marolyn Downing, Fine Arts Area Director, reported that advance sales for the Mort Sahl program total \$4300. She reported that sales are going way ahead of the Shelley Berman program. Monday, October 10, and Tuesday, October 11 will probably be the biggest sale days. Kay Jordan reported that the pass list for this program has been approved by the Program Committee. Fifty passes will be given out. These are to be picked up by 5:00 p.m. on Friday from Ron Loomis.

- 5) Program Committee meetings are at 5:00 p.m. on Wednesdays.

Public Relations Committee Report

- 1) John Hake introduced Betty Campbell, a Daily Representative, to the Board. Betty will be attending all Board meetings.
- 2) John Hake thanked all those who helped with Editor and Legislators Day. Coffman Union and WMR had displays in Williams Area and all attending had an opportunity to learn something on the Union.
- 3) The public relations committee meetings will be held at 12:30 on Fridays.
- 4) Copies of the new brochure were given to Board members. Distribution to the campus will be made at a later date.

House and Finance Committee Meeting

- 1) The House and Finance Committee meetings will be held at 3:30 on Wednesdays.

Director's Report

- 1) Mr. Starr reported that in some standpoints the Board is off to a good start this year and in other phases we seem to be moving slower. He reminded all members to look to their president for leadership.
- 2) Mr. Starr reported that the summary of income and expenditures for 1959-60 has been prepared and the House and Finance Committee will review it for presentation at a later meeting. Mr. Starr reported that six out of seven of the Big Ten Union fees are larger than Minnesota's plus the fact that they receive income from food services, guest rooms, and vending machines.
- 3) The ACU Regional meeting will be coming up at Augustana College in Sioux Falls, South Dakota. Mr. Starr recommended that two staff members and at least three students attend this meeting. This will give an opportunity to see a new college and a new college union. Mr. Starr pointed out that even though we are the largest union in the region we still can gain a lot from this meeting.
- 4) WMR is off to a better start than in previous years. They have a greater income. Clarification for FM is still to come from the Administration.
- 5) Every quarter a report is submitted to the SCSA through Vice President Willey containing information on Union activities and how we adhered to the policies as set down by the University. This report has been completed and will be submitted to the SCSA for the meeting on October 14.
- 6) In regard to Program, Mr. Starr stated that we need to double the programs that we are now doing in order to keep up with the needs and interests.

- 7) Mr. Starr reported that we have a number of groups from outside the University and sometimes Departments within the University who call upon us for certain services they want to use. An example of this is use of the Main Ballroom. Many people feel that because it is the University's it is there for their use free of charge. It always has to be explained that the Union is self-sustaining. Mr. Starr suggested that we may want to co-sponsor some of these events. He referred to a recent request from the Optimist Club. President Stanford suggested this be reviewed by the Executive Committee.
- 8) Mr. Starr reported that he had an opportunity to meet with President Wilson and to take him through the building. He showed keen interest in the Department of Student Unions and was invited to attend some of our meetings. Due to his busy schedule his assistant, Dr. Thompson, will be attending some of our Board meetings and Dr. Wilson will attend in the future.
- 9) The ACU Bulletin which comes out five times a year has recently been distributed. This is a means of information of what is going on in other Unions throughout the country. It was suggested that every Board member read the recent copy carefully.
- 10) Mr. Starr announced that Count Basi would be available for a mid-week program November 14 and 15.
- 11) Mr. Starr reported that the Biennium Report to the President has been completed and is included in the material in the Board folder. He pointed out that this report is done every two years and sent out to Deans and Directors, Student Organizations and others.

Personnel Committee Report

Motion K-1569

It was moved that the Board approve Loretta Chase as chairman of the Art-Craft Studio Committee.

Motion seconded and carried.

Motion K-1570

It was moved that the Board approve Jane Moening as chairman of Coffman Musicales.

Motion seconded and carried.

Motion K-1571

It was moved that the Board approve Bill Lapp as chairman of Bowling in the Game Area.

Motion seconded and carried.

Motion K-1572

It was moved that Barry Lazarus be approved as chairman of Bridge in the Games Area.

Motion seconded and carried.

Motion K-1573

It was moved that Marlys Waataja be approved as chairman of the Fine Arts Gallery.

Motion seconded and carried.

Motion K-1574

It was moved that the Board approve Jim Cameron as chairman of Ad Agency.

Motion seconded.

Discussion followed. It was pointed out that this individual is not a Journalism major and the question was raised as to whether or not this point should be considered.

Motion K-1575

Ellen Fitzgerald moved to table this motion for further consideration.

Motion seconded.

A vote was taken.

Motion K-1575 fails.

A vote was taken on Motion K-1574

Motion carried.

Motion K-1576

It was moved that the Board approve Deanna Carter as chairman of Square Dance.

Motion seconded and carried.

Motion K-1577

It was moved that the Board approve Sue Hinton as chairman of "The Club".

Motion seconded and carried.

Old Business

- 1) Mr. Starr reported that he recently returned from the National Recreation Congress in Washington D.C. While he was there he had an opportunity to visit the University of Maryland. He also visited the Children's Bureau and talked with former Minnesota alumni and gave them ideas about the film "The 'YOU' in the Union". He visited the National Gallery of Art also. On his return he stopped in Chicago to visit the NIRA office.

New Business

- 1) President Stanford again reminded members of the Board that their first duty is as a Board member and secondly as area directors and standing committee chairmen.
- 2) Standing Committee Chairman should present their agenda by 2:30 on Wednesday.
- 3) Ron Barrett announced that the Fall Retreat will be held Sunday afternoon, October 16, from 12:30 to 6:30 at Camp Induhari. We will be leaving the Union at 12:30 by chartered bus. All must sign up to go by Thursday, October 3. There will be a charge of \$1.00 which will cover transportation and the evening meal.
- 4) The next Board meeting will be held Wednesday, October 19 at 6:30.

Motion K-1578

It was moved to adjourn the meeting.

Motion seconded and carried.

The meeting adjourned at 8:00 p.m.

Respectfully submitted

Gordon L. Starr
Recording Secretary

vk

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

October 19, 1960

I. Committee Reports

A. Executive Committee Report

- 1) UBC
- 2) Social Service Council
- 3) Personnel Committee Opening
- 4) Big Ten Conference
- 5) Regional ACU Conference
- 6) VIP

B. House and Finance Committee Report

- 1)
- 2)
- 3)
- 4)

C. Program Committee Report

- 1) Optimist Club
- 2) Consider Special Events
- 3) Co-sponsorships
- 4) Area Reports

D. Personnel Committee Report

- 1)

E. Public Relations Committee Report

- 1) WMR
- 2) Ad Agency
- 3) Public Relations Bureau
- 4) Fountain
- 5) Freedom Shrine - CAF
- 6) 20th Anniversary
- 7) 20th Anniversary Theme
- 8) Tours

II. Old Business

III. New Business

IV. Announcements

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 19, 1970

Members Present:

John Hake, Ellen Fitzgerald, Judy Gilquist, Chuck Nightengale, Karen Cravens, Sidney Kaplan, Doug Johnson, Kay Jordan, Dick Stanford, Carole Clifford, Ron Moe, Joyce Cremers, Marcia Duffy, Marolyn Downing, Dr. David LaBerge, Mr. Walfred Pederson, Dr. Forrest Moore, Mr. Douglas Wolfangle, Dr. E. L. Thomas, Mr. Gordon Starr.

Members Absent:

None!

Others Present

Ted Kaul, Betty Campbell, Jim Spensley, Val Kress

The meeting was called to order at 6:45 in Room 346 of Coffman Memorial Union. The minutes from the meeting of October 5, 1960 were corrected as follows.

1. Motion K-1576 should read Deanna Cartier
2. Motion K-1572 should read Barry Lazarus
3. Director's Report, Item 10 should read Count Basie.

The minutes were approved as corrected.

Executive Committee Report

- 1) President Stanford introduced Jim Spensley, MSA President, to the Board.
- 2) Vice President Doug Johnson reported on the Union Board Council. They had their third meeting on October 18 and held elections of officers. They are as follows: Chairman, Jack Wartnick; Vice Chairman, John Vanasek; and Secretary, Karen Quam. The Council will be undertaking their second project which will concern the Optimist Club. There will be a Youth Appreciation Night on November 14 which will honor some of the top high school people in the Twin City area. The UBC will serve as hosts and hostesses. The Council also discussed the structure of the union and the constitution at this meeting. The question was raised as to whether the Council will attend one of the Board meetings. It was stated that this is being planned for a future meeting. President Stanford, on behalf of the Union Board of Governors thanks the Union Board Council for their fine job on the Homecoming decorations.
- 3) President Stanford reported that UBOG is automatically a member of the Social Service Council. As President Stanford is the UBOG member serving on this council and due to the fact that he will be unable to attend their meetings another Board member will be selected to represent the Union. There will be two meetings this Fall Quarter. Any Board members interested in serving on the Social Service Council should contact Dick Stanford.

- 4) President Stanford reported that the Personnel Standing Committee Chairmanship was resigned by Tom Mattison. This resignation has been accepted by the Executive Committee. Before it was announced to the campus, Board members who were interested in this position could apply. This matter was discussed at the Executive Committee Meeting.

Motion K-1579

The Executive Committee moved the transfer of Charles Nightengale from the Outines Area to the Personnel Committee Chairmanship position.

Motion seconded.

The question was raised as to his position on the House and Finance Committee. It was agreed that this individual should also serve in his capacity as a House and Finance Committee member until another person is selected to replace him.

Motion carried.

- 5) The Big Ten Conference on Student Unions will be held at Minnesota this year. An ad hoc committee will be set up to plan to host this conference. Those who are interested in serving on this committee please inform Dick Stanford.
- 6) The weekend of November 5, 1960 the Regional ACU Conference of which we are a member will be held at Augustana College in Sioux Falls, South Dakota. We will be sending three student delegates and two staff members. The Executive Committee will attempt to assign the members to this delegation at the Friday meeting. If you are interested please inform President Stanford.
- 7) Ted Kaul reported that enough people didn't sign up for VIP to be held on October 16. A total of 42 people did sign up and 30 out of this group had previously received this training. It was felt that it wouldn't be worth it to hold this camp for only 15 people.

House and Finance Committee Report

- 1) Ron Moe reported on the following requests for Room Reservations which required Board action.
 - a. YDFL would like to use one of the lounges on the afternoon of October 26 starting at 2:15 for a program with guest speaker Senator Humphrey. The House Rules state that the lounges cannot be reserved for programs before 3:00.

Motion K-1580

It was moved that the Board approve the use of the Men's Lounge at 2:15 on October 26.

Motion seconded and carried.

- b. The College of Education is holding a Teachers Education Conference on December 8 and would like the use of the Men's or Women's Lounge from 8:00 a.m. until 12:30 p.m.

Motion K-1581

It was moved that the Board approve the use of the Men's or Women's Lounge from 8:00 a.m. until 12:30 p.m. on December 8.

Motion seconded and carried.

- c. The State High School Debate Tournament would like to use the Men's Lounge at 2:00 on February 17.

Motion K-1582

It was moved that the Board approve the use of the Men's Lounge at 2:00 on February 17, for the State High School Debate Tournament.

Motion seconded and carried.

- d. The Minnesota High School Press Association would like to use the Main Ballroom for a luncheon on Friday, April 28. This would create a conflict with Noon Programs.

Motion K-1583

It was moved that the Board approve the use of the Main Ballroom for a luncheon on April 28 for the Minnesota High School Press Association.

Motion seconded and carried.

- e. The International Relations Group would like to hold the Model United Nations Conference on April 7, 8, and 9. This creates a conflict in the Main Ballroom with the Square Dance. It was pointed out that this request be approved on the condition that the Square Dance be moved to the cafeteria.

Motion K-1584

It was moved that the Board approve the use of the Main Ballroom for the Model UN on April 7.

Motion seconded and carried.

- 2) Ron Moe suggested that the pictures of Past Union Board presidents now located in Room 227 be moved to the Board Meeting Room, Room 346. It was pointed out that this is a recommendation of the House and Finance Committee.

Motion K-1585

It was moved that the pictures of past Union Board presidents be placed in the Board's meeting room.

Motion seconded and carried.

- 3) Ron Moe reported just for a point of interest that because of the luncheon being held in the Main Ballroom during the Noon Hour the halls and stairways were filled with students eating their bag lunches. This is to point out that more attention will have to be given to this problem when we move to the West Campus and also a solution will have to be made for Coffman Union. It was pointed out that we would like to keep them on the ground floor as that is where the Food Service Facilities are located.
- 4) Ron Moe reported that the House and Finance Committee is going to study the Terrace Reading Room to discover how to improve its services and also the possibility of incorporating the Freedom Shrine which has been given to the Union.
- 5) The House and Finance Committee has received the financial report on last year's operations and it will be presented at next week's meeting.

Program Committee Report

Kay Jordan reported on the following co-sponsorships which were approved.

- a. Theta Sigma Chi and the Union Creative Society for a coffee hour on November 7, in the Women's Lounge from 3:30 until 5:00. There will be a representative from Mademoiselle Magazine.
 - b. Noon Programs and the Young Republicans Club in the Main Ballroom on October 28. The speaker will be Elmer Anderson, candidate for Governor.
 - c. Variety Dance and Gamma Sigma Sigma in the Main Ballroom. This is to raise money for Campus Chest.
 - d. Variety Dance and the International Relations Club for a dance in the Main Ballroom on November 5.
 - e. Noon Programs and the International Relations Club for a debate between YDFI and the Young Republicans Club on October 25 in the Main Ballroom at 12:30.
 - f. Noon Programs and the Young Republicans Club on October 24, in the Main Ballroom with speaker P. K. Peterson.
- 2) Kay Jordan reported that it was brought to her attention by a Board member that perhaps it would be good if the Union Committees and in particular the Public Relations Committee consider some of the special events that we sponsor every year, such as Ski Train and Sno Ball, the Beaux Arts Ball, and the Creative Arts Festival. Some of these events have been losses financially. Before the events coming up soon we thought it would be a good idea to consider these events and see if we are doing it because it is a part of tradition or if it is really of value to the campus. It was suggested to try to consider the cost and also calculate the interest in it before we go into these events.

Area Reports

- 1) Marolyn Downing reported on the Art Craft Studio Committee. A Craft Fair will be held on November 9. This is good promotion to get people down to the craft shop. Christmas gift wrappings etc. will be displayed. Marolyn also reported that the Focus Program, The Mort Sahl Concert had a 90% crowd. A total of 1,306 tickets were sold in Chffman Memorial Union Fifty Cents was received for each ticket sold in the Union making it a total of \$653. The total of all tickets sold was 11,474. The financial report is still being processed. The Art Craft Studio Committee is going to co-sponsor an event with the Minneapolis Camera Club. A dinner will be held on Sunday afternoon with photographic events following.
- 2) Marcia Duffy reported on the Music Area. Two of the chairmanships have been filled and the third would receive Board action at the meeting. On Tuesday, October 18, Charlie Ventura was supposed to present a noon program in the Main Ballroom, however, he was unable to make it. He did send a replacement and the event was successful.
- 3) Karen Cravens reported on the Noon Programs Area. Plans are being made to have a series of Jazz Programs over a period of six to eight weeks. Union Jazz Workshop is doing a lot of work on this already. Noon Programs have been schedules up until November.

It was reported that Talent Auditions will be held on Thursday, October 20. A request was made to Board members to serve as judges for this event from 3:30 to 5:00 in Room 320.

Personnel Committee Report

- 1) Judy Gilquist reported for the Personnel Committee.

Motion K-1586

It was moved that the Board approve Marie Coulter as Chairman of Hi-Fi Listening.

Motion seconded and carried.

Motion K-1587

It was moved that the Board approve Beverly Fox as Chairman of the American Foreign Students.

Motion seconded and carried.

Motion K-1588

It was moved that the Board approve Ron Graceman as Chairman of Table Tennis in the Games Area.

Motion seconded and carried.

It was pointed out that one application had been made for chairman of Ski Train. However, applications will remain open one more week.

President Stanford thanked Judy Gilquist for handling the Personnel Committee when it was without a chairman.

President Stanford asked Jim Spensley if he had anything to report to the Board. Jim stated that the MSA is looking forward to having their meetings in the Union. He also wants to thank all who helped make the National Congress a success from a physical standpoint.

Public Relations Committee

- 1) John Hake reported that WMMR encourages UBOG members to become familiar with WMMR through the use of tours. These tours can be taken anytime in the afternoon.
- 2) The Ad Agency is now functioning. They are now prepared to start layout jobs.
- 3) The Public Relations Committee Chairmanship is still open. If you know anyone qualified please let John Hake know.
- 4) The Public Relations Committee talked with Ron Moe as to the approximate time the fountain will be finished. It was the general feeling that dedication should be postponed until spring during the Creative Arts Festival. It was suggested that this be one of the opening events of the Creative Arts Festival.
- 5) The possibility of having the Freedom Shrine installed in the Terrace Reading Room has been discussed with the House and Finance Committee. The Freedom Shrine's dedication would fit in very well with the theme "20 Years of Service".
- 6) The time to hold the "20 Years of Service" Celebration was discussed and the Public Relations Committee recommended that it be held the second week of Winter Quarter, January 9 to January 13.

Motion K-1589

It was moved that January 9 through January 13 be designated as "20th Anniversary Celebration Days."

Motion seconded and carried.

- 7) The new Union brochures will be sent out with the Biennium information that will go to heads of the University departments. They will also be sent to the St. Paul Student Center and the Village Union. To increase the distribution these brochures will be given to committee members. They will also be included in the orientation packets for Winter and Spring quarters.
- 8) John Hake called attention to the memo placed in the Board folders suggesting that the "20th Anniversary" Theme be worked into as much publicity for events as possible.

Old Business

- 1) Mr. Starr reported that Mr. Willey had an opportunity to consult with Regent James Ford Bell in regard to dedication of the fountain. This would be desirable to take place in the spring.

New Business

- 1) Mr. Starr referred the matter of insurance covering accidents here in the building and on particular events taking place off campus to the University Administration. He stated that this is not an easy matter and we would like to find out what other institutions are doing about it.
- 2) Mr. Starr had an opportunity to visit with Father Shannon, President of St. Thomas, and see their new Student Union. They have extended an invitation for the Union Board of Governors to hold one of their Board meetings in their new union.
- 3) Dr. Thompson from the President's office called and he was unable to attend this meeting, however, he will be at the next meeting.

Announcements

- 1) Mr. Starr will be spending Monday and Tuesday in Chicago at the Big Ten Director's Conference. This Friday and Saturday and Sunday he will be attending the National Recreation Association Executive Meeting which is also being held in Chicago.

Motion K-1590

It was moved to adjourn at 8:15.

Motion seconded and carried.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
 Department of Student Unions
 Coffman Memorial Union

Summary of Income & Expenditures
 July 1, 1959 through June 30, 1960

Schedule I

<u>Income</u>	<u>1960</u>	<u>1959</u>	
Student Fees	\$325,639.64	\$330,060.13	
Rental Service	10,314.81	11,215.85	
Program Admissions	24,316.81	24,760.17	
Artcraft Studio	3,761.70	4,438.12	
Billiard Room	75,777.20	75,417.65	
Bowling Lanes	78,886.22	86,387.73	
Village Union	12,001.16	13,562.78	
Total	<u>\$530,697.54</u>		\$545,842.43
Rental from Barber Shop		6,894.15	
Beauty Shop and Bookstore		<u>9,406.54</u>	
Total Income		<u><u>\$537,591.69</u></u>	<u><u>\$555,248.97</u></u>
<u>Expense</u>			
Administration	\$ 75,981.76	\$ 73,381.94	
Program	84,322.51	90,907.54	
Maintenance	127,392.63	117,137.47	
Art Craft Studio	13,586.82	14,113.03	
Billiard Room	61,368.72	69,034.61	
Bowling Lanes	59,318.70	62,992.19	
Village Union	25,544.55	26,846.10	
Total	<u>\$447,515.69</u>		\$454,442.88
On Requisition		5,901.44	8,927.88
Debt Service - St. Paul Union		32,060.76	32,306.00
Renovation		52,113.80	59,572.21
Total Expense		<u><u>\$537,591.69</u></u>	<u><u>\$555,248.97</u></u>

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

October 26, 1960

I. Standing Committee Reports

A. Executive Committee

- 1) Regional Delegates
- 2) Big Ten Ad Hoc Committee
- 3) House and Finance Opening
- 4) Outings Area Opening
- 5) Campus Chest
- 6) Fall Schedule
- 7) UBC

B. Personnel Committee

- 1) Chairmanship Approvals
- 2) Leadership Seminar
- 3) Outstanding Committee Members

C. Program Committee

- 1) Sno Ball
- 2) Co-sponsorships
- 3) Chamber Music
- 4) Area Reports

D. Public Relations

- 1) Tours
- 2) 20th Anniversary
- 3) Public Relations Bureau

E. House and Finance

- 1)
- 2)

II. Old Business

III. New Business

IV. Announcements

V. Adjournment

FALL QUARTER SCHEDULE

November 2 - UBC
November 9 - UBC
November 16 - St. Thomas
November 22 or 23 - ?
November 30 - Christmas Semi Formal
December 7 - ?

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 26, 1960

Members Present:

John Hake, Ellen Fitzgerald, Judy Gilquist, Chuck Nightengale, Karen Craver, Sid Kaplan, Doug Johnson, Kay Jordan, Dick Stanford, Carole Clifford, Ron Barrett, Marcia Duffy, Marolyn Downing, Dr. David LaBerge, Mr. Walfred Pederson, Dr. Forrest Moore, Mr. Douglas Wolfangle, Dr. E. L. Thomas, Mr. Gordon Starr

Members Absent:

Joyce Cremers

Others Present:

Ron Barrett, Betty Campbell, Deanna Kunselman, Judy Altmann, Val Kross

The meeting was called to order at 6:40 in Room 346 of Coffman Memorial Union. The minutes from the previous meeting were corrected as follows:

- 1) The minutes were dated 1970 instead of 1960
- 2) Program Report - co-sponsorships - There will be a co-sponsorship between Theta Sigma Phi and the Union Creative Society.
- 3) There was a misunderstanding in the Program Committee Report. It should read that each union committee and in particular the Program Committee consider special events in regard to public relations.

The minutes were approved as corrected.

Executive Committee Report

- 1) One more delegate is needed to attend the Region 7 meeting at Sioux Falls, South Dakota the weekend of November 5. Board members interested are to contact President Stanford.
- 2) President Stanford announced that the following people are on the ad hoc steering committee to make plans for the Big Ten Conference to be held at Minnesota: Ellen Fitzgerald, Kay Jordan, Chuck Nightengale, and Dick Stanford, Chairman.
- 3) It was announced that the House and Finance Committee still has an opening. The president or the vice president of the Board will be the other voting member of this committee until another person fills this vacancy.
- 4) There is a Board opening in the Outings Area.
- 5) President Stanford reported that it was the feeling of the Executive Committee that the best way the Board could assist campus chest was to put on a program which would raise money for campus chest on behalf of the Union Board of Governors. The Executive Committee will be working on this.

- 6) President Stanford went over the Fall Quarter Schedule. On November 2, half of the UBC members will be attending the Board meeting. This may be a dinner meeting. On November 9, the remaining UBC members will attend. On November 16, the Board will meet at St. Thomas's Student Union. There will be a tour of the new building and also a dinner. Due to the fact that November 23 is the eve of Thanksgiving, the Board meeting may be moved back to Tuesday night for that week. At the meeting of November 30, plans will be made for the Christmas Semi-Formal. It is undecided if there will be a meeting on December 7 because it is the Wednesday before finals begin. President Stanford pointed out that if there are no meetings on the eve of Thanksgiving and the Wednesday prior to finals there will be only four more meetings this quarter and a great deal of work needs to be done.
- 7) Vice President Doug Johnson introduced Judy Altmann, UBC member to the Board. He pointed out that each week from now on, we hope to have in attendance at least one member of the Union Board Council. Vice President Johnson then reported that the Council agreed to help with the Christmas Semi-Formal. The Council will split up into various areas and work with the Board on this event. It was reported that the Council will meet on November 1 and will take a tour of the building. The following week they will participate in leadership seminar activities. A party is also being planned for the end of the quarter. Vice President Johnson stated that the UBC has great potential and that the Board can be very proud to have them as one of their committees.

Personnel Committee Report

- 1) Chuck Nightengale reported that the Executive Committee approved Carol Foertsch as Chairman of Creative Society.

Motion K-1591

Chuck Nightengale moved that Terry Stewart be made co-rec night chairman and not outings equipment chairman.

Motion seconded and carried.

Motion K-1592

Chuck Nightengale moved that Bob Eddy be approved as chairman of the Public Relations Bureau.

Motion seconded and carried.

Motion K-1593

Chuck Nightengale moved that Ray Chun be approved as chairman of Ski Train.

Motion seconded and carried.

- 2) Chuck Nightengale reported that a Basic Leadership Seminar will be held on November 1 in Room 315 from 2:30 to 4:30. The advanced seminar will be held on November 15. Board members should encourage their chairmen and committee members to attend these seminars so they will be eligible for a recognition card at the end of the quarter.
- 3) It was reported that the Personnel Committee is going to elect two outstanding committee members every week. Their pictures will be put in the DAILY and also in the Union. Committee chairman, Board members, and also the staff can nominate people for this position. Nominations have to be in Room 231 by 1:30 every Monday afternoon.
- 4) President Stanford announced that if any Board member has not participated in the Advanced Leadership Seminar they should do so at the session to be held on November 15.

Program Committee Report

- 1) Kay Jordan reported that the Program Committee decided to make Sno Ball into a Variety Dance and discontinue it as a special event. It will be something on the order of the Christmas Semi-Formal. This is something they can plan far enough ahead of time to make it a big event.
- 2) Kay Jordan reported that a letter has been sent stating that the Union Board of Governors are interested in a series of Chamber Music for Winter Quarter, and that the Program Committee is willing to go ahead on this.
- 3) The Program Committee approved the following co-sponsorships:
 - a. The American-Foreign Students and the International Affairs Commission for a program on October 31. American and foreign students will participate in a discussion.
 - b. American-Foreign Students and the International Affairs Commission for a Model United Nations on November 1 from 2:00 p.m. until 10:30 p.m.
 - c. American-Foreign Students and the International Affairs Commission for a program on October 31 from 2:30 to 4:30. There will be talks by SPAN members.
 - d. American-Foreign Students and the International Affairs Commission for an exchange student coffee hour on November 2 in the Women's lounge from 3:30 to 5:00.
 - e. American-Foreign Students and the International Affairs Commission for a panel on November 3 in Room 325 and 326 from 12:30 to 1:30. The title of the Panel is: "As Others See Us".
 - f. American-Foreign Students and the International Affairs Commission for a program on November 4 from 2:30 to 4:30. There will be representatives from Austria and Denmark and slides will be shown.

- g. American-Foreign Students and the International Affairs Commission for a program on November 3 in Room 320 from 2:30 to 4:30. There will be a movie and German students will answer questions.
- h. American-Foreign Students and the International Affairs Commission on November 4 from 12:30 to 1:30. There will be a movie and a talk.
- i. On Sunday, November 6, there will be a co-sponsorship between the Art-Craft Studio Committee and the Twin City Camera Club. There will be exhibits in the Main Ballroom from 2:00 until 5:00. There will be 25 demonstrations. A banquet will be held at 6:00 and a lecture at 8:00. The entire program will run from 2:00 to 10:00 p.m.
- j. On November 29 and 30 the International Relations Center and Focus will hold a program in four sessions on European Integration. There will be talks by various professors and lecturers.

Area Reports

- 1) Kay Jordan read Joyce Cremer's report who was absent from the meeting. Talent Bureau held a successful Coffee Hour where talent auditions were held. Twelve people auditioned and 85 were in attendance. The program was set up in cafe style. They are now planning a talent show in the near future. Creative Society is planning a program of ghost story readings. A "Poetry to Jazz" session is also being planned.
- 2) Judy Gilquist reported that Charm is planning a Ski Train Style Show. They are having some difficulty in finding a store to sponsor this. Charm will be holding coffee hours only once a month from now on instead of the usual every two weeks. The Student Faculty Committee had a program with the Scandinavian Club which 35 people attended. Most of these people were graduate students. Also the Graduate Student Committee is sending out a questionnaire to find out what kind of programs graduates would like. Also the American-Foreign Students Committee has a number of programs planned for International Emphasis Week.
- 3) Marolyn Downing reported on the Fine Arts Area. The European Integration Program should be a good drawing program for not only students but other people around the Twin Cities. The Art-Craft Studio committee is planning a Photo Fair for November 6 and a Craft Fair for November 28 at noon. This will include ideas for Christmas. The Fine Arts Gallery has a Japanese Art Show on display. The all-College Show is being planned for March or April. Focus is working on another photographic program.
- 4) Chuck Nightengale reported on the Outings Area. Co-Rec Nights are going very well. Attendance on the first night was 135. This Friday night there will be a trampoline instruction. A camping trip was planned for last weekend but had to be canceled because people failed to sign up.

- 5) Deanna Kunzelman, Homecoming Dance Chairman, reported on the Homecoming Dance. She thanked all of her committee members for the wonderful job they did on publicity, decorations, etc. Tickets sold prior to the dance numbered 3,877. They decided to sell 300 more at the dance. Several hundred people had to be turned away. A suggestion was made that in the future notes be sent to alumni stating that tickets may be purchased in advance by order or phone as a large number of alumni were turned away. It was reported that only 75 people took advantage of the pass list. Expenses for the Homecoming Dance amounted to \$4,955.25 and income was \$6,134.06 making a profit of \$1,178.81. Recommendations for next year are to spend no more than two thousand dollars for a name band unless it is the top band in the country. We don't need that big a name band because people will come to the Homecoming Dance anyway. If there is to be intermission entertainment, not more than \$1,200 should be spent.

Mr. Starr mentioned that a number of students from the University of Illinois had to be turned away. It was suggested that a letter be sent to the University we play next year suggesting the purchase of advance tickets.

President Stanford thanked Deanna Kunzelman and her committee members for the very successful Homecoming Dance.

Public Relations Committee Report

- 1) John Hake reported that the UBC will be conducting campus tours. Inquiries were made and approximately 15 to 20 UBC members said they were interested in helping with tours. Five tour books have been made up. John Vanasek is in charge of the tours for the Council. University Relations will be informed.
- 2) Plans are being made to include other groups in our 20th Anniversary celebration in order to make this a campus-wide affair.

House and Finance Committee Report

- 1) Room Reservations. Ron Moe reported that the Army R.O.T.C. requested the use of the Main Ballroom on Friday, January 27, 1961 for their Ball. They have agreed to pay the cost of moving the Square Dance into the cafeteria.

Motion K-1594

It was moved that the Board approve this request for use of the Main Ballroom by the Army R.O.T.C. on Friday, January 27.

Motion seconded and carried.

- 2) Last week it was mentioned that there is a lack of lunch space in the Union. There is a possibility that the Game Room can be turned into a lunch area over the noon hours.

3) Financial Report (copy attached to the minutes - file copy)
Ron Moe reported that each year we try to put \$62,000 into our Renovation Account. In the year 1959 the amount put in was approximately \$59,000.00 and in 1960 this amount again fell short with only \$52,000.00. It was then pointed out that income from student fees has dropped from last year. This is due to the fact that enrollment has also dropped. Income from bowling lanes has dropped due to the fact that bowling lanes in the Student Center on the St. Paul Campus opened during the year and St. Paul Campus students participated in bowling over there. Also there was a drop in the number of leagues which participated in bowling. Ron Moe made clear that according to the report it appears that there was a deficit, however, there was only a \$7,000 decrease in the amount of money put into the Renovation Account. There was not an income deficit. Mr. Starr announced that this Renovation Account is a 15-year program and presently we are in the 4th or 5th year.

A question was raised on income from the Barber Shop, Beauty Shop, and the Bookstore. It was pointed out that this is set up on a percentage basis. The reason for the decrease in income from last year was because the Barber Shop and Beauty Shop re-decorated which resulted in their budget being less so consequently our percentage was less.

A question was raised as to why there was an increase in maintenance costs. It was pointed out that last year we were two men short and this year we are operating full force.

The question was then raised as to what "On Requisition" referred to in the expense column. It was pointed out that this money has been authorized to be spent but it has not yet been done so.

Dr. LaBerge then raised the question as to what chance the students have to hear about how their money is being spent in the Union. He felt it would be a good idea if this was in the DAILY a little more often presenting the positive side of the picture. This was agreed on by the Board.

Old Business

- 1) President Stanford made a very noteworthy speech and presented Ron Barrett, Program Director, with a gas can so he would not run out of gas again.

New Business

None

Announcements

- 1) President Stanford announced the Outings Area Opening.
- 2) Another Board member is needed to attend the Region 7 meeting.
- 3) President Stanford read a letter from the Scandinavian Club thanking the Union Board for their help in making the coffee hour on October 20 a success.

Motion K-1595

It was moved that the meeting adjourn at 8:05.

Motion seconded and carried.

Respectfully submitted

Gordon L. Starr
Recording Secretary

vk

UNIVERSITY OF MINNESOTA
COTTMAN MEMORIAL UNION
Union Board of Governors

Agenda

November 2, 1960

I. Standing Committee Reports

A. Executive Committee

- 1) Christmas Semi Formal
- 2) UBC
- 3) Absences
- 4) Orientation
- 5) Announcements

B. Personnel Committee

- 1) Announcements
- 2)

C. Program Committee

- 1) Co-sponsorships
- 2) Area Progress Reports
- 3) Area Reports
- 4)

D. Public Relations

- 1) State of the Union
- 2) Show Cases
- 3) Dad's Day
- 4) 20th Anniversary
- 5) Gopher

E. House and Finance

- 1) Game Room Plans
- 2) Progress Report on the Building

II. Old Business

- A. Mr. Harold Smith, Director of University Bookstores

III. New Business

IV. Announcements

- A. Ellen Fitzgerald
- B. ACU Regional
- C. Beat Iowa!

V. Adjournment

BEAT IOWA!

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 2, 1960

Members Present:

John Hake, Ellen Fitzgerald, Judy Gilquist, Karen Cravens, Doug Johnson, Kay Jordan, Dick Stanford, Carole Clifford, Ron Moe, Marcia Duffy, Marolyn Downing, Joyce Cremers, Dr. David LaBerge, Mr. Walfred Pederson, Dr. Forrest Moore, Mr. Douglas Wolfangle, Mr. Gordon Starr

Members Absent:

Sid Kaplan, Chuck Nightengale, Dr. E. L. Thomas

Others Present

Ron Barrett, Betty Campbell, Dave Anderson, Sue Jansen, Judy McComb, Mr. Harold Smith, Director of University Bookstores, Val Kress

The meeting was called to order at 6:45 p.m. in Room 346 of Coffman Memorial Union. The minutes from the previous meeting were approved as presented.

Executive Committee Report

- 1) President Stanford reported that the Christmas Semi-Formal will be put on entirely by the Union Board of Governors and the Union Board Council. This year the dance will feature Harry Strobel's Orchestra and the Minneapolis Choralairs will present a 45 minute program during intermission. The following Board members are committee chairmen. Publicity, Marolyn Downing; Special Effects, Joyce Cremers; Decorations, Doug Johnson; Tickets, Sid Kaplan.
- 2) Doug Johnson reported on the Union Board Council. At their meeting they took a tour of the building. They are taking care of the plans for the Optimist Club for November 14. The Council has been divided into committees to work on the Semi-Formal also. At their next meeting they will see a movie on parliamentary procedure. The Council is also planning a triple party with the SLA Freshman Council and the Freshman Cabinet.
- 3) The Executive Committee approved the absence of Joyce Cremers from the meeting of October 26, 1960.
- 4) President Stanford reported that the Orientation Committee would like to have a representative from UBOG to serve on their committee. If anyone is interested please let President Stanford know.

Personnel Committee Report

- 1) Judy Gilquist reported that in the future the Personnel Committee will report applications every other week.
- 2) Personnel Coke Hours will be held from 2:00 to 3:00 on Wednesdays.

Program Committee Report

- 1) Kay Jordan reported that the Program Committee approved a co-sponsorship between the Noon Programs Committee and the Socialist Club. There will be a speech on November 7 in the Main Ballroom at 11:30.
- 2) Beginning next week the Program Committee will be having one or two area directors attend the Program meeting at 5:00 on Wednesdays. You and your consultants will have an opportunity to talk about the progress you have made in your area and what problems you have. This will be one way in which the Program Committee can keep in touch with every area.
- 3) Kay Jordan reported that a committee headed by Marolyn Downing has been set up to consider the possibilities of having the Union sponsor a tour to Europe for the summer of 1962. Suggestions and ideas are welcome in order to find out what the possibilities are, what the finances will be, and if we think this can be a part of our Union Program.

Area Reports

- 1) Karen Cravens reported on the Noon Programs. Attendance is up. The political speakers that were presented last week had very good attendance. Starting November 4, Noon Programs will begin a jazz series. Season tickets may be purchased for 75¢. Karen pointed out that if Board members attend Noon Programs they should let her know their re-actions. She pointed out that the only way they have to judge programs is by attendance.
- 2) Marcia Duffy reported on the Music Area. There have been 125 season tickets sold for the new jazz series. They hope to sell 500. Coffman Musicale is slow in getting started. Hi-Fi Listening has a very enthusiastic committee. They are thinking about moving this program into the Terrace Reading Room if this is possible. Also they are planning to present something other than music, such as poetry and plays.
- 3) Carole Clifford reported on the Dance Area. This area is coming along very well. Single Swing dances are held every Wednesday night. This year they have a WMR Disc Jockey who acts as Master of Ceremonies. They have spot light dances and free albums are given away. This coming Friday, November 4, Variety Dance will hold their first event with the BEAT IOWA Dance following the Pep Rally in front of the Union. On Saturday night they will have an International Ball to highlight International Emphasis Week. On November 18, there will be another dance to highlight Campus Chest Drive.
- 4) Kay Jordan thanks Judy Gilquist for the fine work she has done with the Graduate Student Committee. They had a very successful coffee hour this week and the committee is headed by a very good chairman. They are planning an event every quarter to welcome graduate students.

Mr. Harold Smith, Director of University Bookstores was introduced to the Board. He gave an interesting report on how the University Bookstores originated and how they have progressed to become the great service to students as they are today. Mr. Smith stated that he was very pleased to be attending a Board meeting and was impressed with the way the meeting was handled so smoothly.

Public Relations

- 1) John Hake reported that the three unions together will order contract space in the Gopher. To insure quality of the pictures, we will go over the material before it is printed.
- 2) There will be a Dad's Day display in one of the showcases. The Ad Agency is working on a type of display for the Purdue Game. John also pointed out that there is some difficulty in getting the showcases filled this year. He reported that a letter will be sent out re-informing people that this display area is available.
- 3) Plans are being made for a formal opening of the 20th Anniversary Celebration. November 9 is the deadline date for all preliminary plans for this celebration.
- 4) John Hake reported that plans are being made to again have the State of the Union page in the Daily. The possibilities of when and how we should have it were discussed at the public relations meeting.

Motion K-1596

It was moved that the State of the Union Page be re-established on an every other week basis starting with November 10.

Motion seconded.

The question was raised as to how much this would cost us. John stated that it should run about \$93 or \$94 per page. On the whole, there would be about half as much spent as last year as this would be on the every other week basis. The question was raised as if attendance at Union events has been affected for the times this page has not been printed. It was pointed out that attendance is running about even or perhaps a little behind last year. It was stated that this page is one of the ways to let students know what is going on in the Union. The number of people reading this page was affected by where it was placed in the Daily. If it were situated in the middle of the page fewer people read it than if it were directly at the top. Also the further to the back of the paper it appeared, the fewer people read it. It was then pointed out that last spring money was taken from Public Relations and put into Program Development. President Starr announced that the Program Committee would have to be consulted on this matter before any action could be taken. John pointed out that this would cause a delay in the page and set us back about three or four weeks. Mr. Starr then raised the question if Public Relations has enough money to take care of covering the expense of the first issue. It was reported that they did. The first issue of the State of the Union Page will come out and in the meantime this matter will be referred to the Program Committee and back to the Public Relations Committee for further consideration.

The second to Motion K-1596 withdrawn.

Motion K-1596 withdrawn.

House and Finance Committee Report

- 1) Ron Moe reported that at the last meeting we discussed the problem of people eating their lunches in various places in the union when there was a banquet in the Main Ballroom.

Motion K-1597

It was moved that starting next Monday, the Game Room be open for people to eat their bag lunches from 11:30 to 1:30.

Motion seconded.

The question was raised as to the regular functions of the game room and if they would be able to go on. It was reported that card playing could still take place. It was then pointed out that custodial costs would be higher. Ron Moe pointed out that it was just as expensive to have custodians cleaning out all the halls and stairways in the Union as it would be to have them take care of the one room. It was reported that the Main Ballroom is almost completely filled daily during the two lunch hours. Kay Jordan stated that the table tops in the Game Room would be ruined from spilled coffee etc.

Motion K-1598

Marcia Duffy moved to amend Motion K-1597 to read that the Game Room would be open on such days that the Main Ballroom is not available for bag lunch eating.

Motion seconded.

Discussion continued.

Motion K-1599

Joyce Cremers moved the question.

Motion seconded and passed.

The Board voted on Motion K-1598 to amend Motion K-1597.

Motion K-1598 defeated.

Motion K-1500

The question was moved on Motion K-1597.

Motion seconded and passed.

The Board voted on Motion K-1597

Motion defeated.

Old Business

- 1) Kay McCaffrey, Senior Secretary in Mr. Starr's office will be leaving the Union as she has accepted another position on campus. She will be replaced by Kay Fitzenz from the Law School.
- 2) A new administrative fellow will begin work November 7. She is Pat. Maeks.
- 3) Mr. Starr has talked with some of the alumni members of the Union Board and they are inquiring about plans for a Christmas get-together. This will be turned over to the Executive Committee.
- 4) All leadership kits have been sold. More are being completed so they will be available to other campus groups and other colleges.

Ann

New Business

None

Announcements

- 1) On December 2, Ellen Fitzgerald will have a Union Board party at her home in St. Louis Park. All Board members are invited.

Motion K-1601

It was moved that the meeting adjourn at 8:15.

Motion seconded and carried.

Respectfully submitted

Gordon L. Starr
Recording Secretary

vk

UNIVERSITY OF MICHIGAN
SCHOOL OF BUSINESS ADMINISTRATION
STUDENT BOARD OF MANAGERS

Agenda

November 9, 1960

I. Standing Committee Reports

A. Executive

- 1) UBC
- 2) Harvard
- 3) Absences
- 4) Visitor Policy

B. House and Finance

- 1) Room Reservation Requests
- 2) Bulletin Board Requests
- 3) Fine Arts Lounge - lights
- 4) T.V. Lounge Curtains
- 5) Flags

C. Public Relations

- 1) WMMR
- 2) Ad Agency
- 3) 20th Anniversary
- 4) Dads Day
- 5) PR Bureau
- 6) State of the Union

D. Program

- 1) Area Progress Reports
- 2) Northrop Joint Fund
- 3) Area Reports

E. Personnel

II. Old Business

- A. 20th Anniversary Committee
- B. Regional Report
- C. Big Ten Directors Report

III. New Business

- A. Christmas Alumni Promotion
- B. Dr. Howell - SCSA Chairman

IV. Announcements

- A. Next meeting - St. Thomas Union
Meet here at 4:30
Dinner at 6:00

Tour at 5:00
Meeting to follow

V. Adjournment

vk

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 9, 1960

Members Present:

John Hake, Karen Cravens, Doug Johnson, Kay Jordan, Carole Clifford, Ron Moe, Carolyn Downing, Joyce Cramers, Mr. Walfred Pederson, Dr. Forrest Meire, Sid Kaplan, Dr. E. L. Thomas, Mr. Gordon Starr.

Members Absent:

Ellen Fitzgerald, Judy Gilquist, Dick Stanford, Marcia Duffy, Dr. David LaHerge, Mr. Douglas Wolfangle, Chuck Nightengale

Others Present:

Ron Barrett, Dr. William Howell, Chairman, Senate Committee on Student Affairs, Dr. Willard Thompson, Assistant to the President, Kay Fitzenz, Val Kress

The meeting was called to order at 6:15 in Room 316 of Coffman Memorial Union. The following additions were made to the minutes regarding the House and Finance Report.

- 1) The roof on Coffman Memorial Union has been repaired.
- 2) The Main Hall paneling has been replaced.
- 3) The tuck pointing in the foyer has been repaired
- 4) Game Room plans were distributed to Board members to look over.

The minutes stand approved as corrected.

Executive Committee Report

- 1) Vice President Doug Johnson introduced Dr. William Howell, Chairman, of the Senate Committee on Student Affairs to the Union Board. Vice President Johnson reported that the Executive Committee decided that it would be a nice gesture and a valuable practice to invite members of different groups on campus to attend the Union Board meetings. This will be done at meetings in the future.
- 2) Vice President Johnson reported that all absences from the meeting of November 2 were excused.
- 3) Vice President Johnson reported that Harvard University invites forty people to its campus every year to partake in a seminar. This year the seminar will include Student Union Directors. Forty directors have been selected from all the unions in the country and Mr. Starr has been chosen to attend this seminar on January 8 through 15. One of the qualifications was at least ten years of service. It was pointed out that more information could be obtained from the recent AGU Bulletin.

- 4) Vice President Johnson reported on the Union Board Council. At their last meeting they viewed a movie on parliamentary procedure and talked about organization. They are working on plans for the Youth Recognition Night to be held in cooperation with the Optimist Club on November 14. They will be serving as hosts and hostesses.
- 5) It was reported that every year Screen Producers Guild runs a contest for films with a special category of University production films. This is more commonly called the "Look" Award. The Executive Committee felt that it would be advisable to enter our film "The 'YOU' in the Union" from the standpoint of the publicity we would receive if we should win. It was pointed out that another print would have to be made to take care of our bookings. At the completion of the contest the film will be returned to us. It was then pointed out that this is an added expense which will be taken care of by the Administrative Budget of the Department. Eventually we will need another film due to the fact that the films presently being used will become worn. The film entered in the contest will be the revised edition.

Announcements

- 1) Dr. Willard Thompson was introduced to the Union Board. Dr. Thompson is President Wilson's assistant and represented the president at our meeting. He stated that President Wilson, due to his busy schedule was unable to attend this particular meeting but hopes to attend one in the very near future.
- 2) Kay Fitzens, Mr. Starr's Senior Secretary, replacing Kay McCaffrey, was introduced to the Union Board.

House and Finance Committee

- 1) Ron Moe reported on the following request. Gamma Sigma Sigma has requested moveable bulletin boards to be placed on the ground floor during the Campus Chest drive.

Motion K-1602

Ron Moe moved that the Union Board approve this request.

Motion seconded and carried.

- 2) Ron Moe reported that the Minnesota Historical Society requested the use of the Main Ballroom on April 14, 1961 from 3:00 to 9:00 p.m. This raised a conflict with Square Dance and the Historical Society agreed to pay the price to have the Square Dance moved into the cafeteria.

Motion K-1603

Ron Moe moved that the Union Board accept this request for the Main Ballroom.

Motion seconded and carried.

- 3) Ron Moe reported that signs had been placed in the Union that had not received approval from the director's office. Consequently, these signs were removed. It was pointed out that evidently there are some people who are unaware of this rule.
- 4) The House and Finance Committee approved the request for purchasing cork backing for the bulletin boards on the Main Floor.
- 5) Ron Moe reported that at an earlier date we requested that the Board allocate funds for a curtain for the TV Lounge. There would be a cost of \$1700 and it was the general feeling this would be spending too much money. Recently a new plan was introduced and this curtain would only cost \$598.

Motion K-1604

Ron Moe moved that the Board allocate \$598 from the Renovation Fund for the installation of this curtain.

Motion seconded.

Discussion followed. This curtain will be placed in the TV Lounge and will separate the TV Lounge from the stairway leading up from the Main Ballroom. It would allow use of the Lounge and the Main Ballroom at the same time. The question was raised as if this would cut off much sound from the Main Ballroom. It was pointed out that generally it would not. The main advantage of this curtain is to make separate rooms out of the two.

Motion carried.

- 6) Ron Moe reported that the moveable bulletin boards in the building are becoming quite worn. The House and Finance committee will look into the cost of getting these replaced. This will be reported back to the Board at a later date.
- 7) The lights in the Fine Arts Gallery have been installed and this completes the renovation in that area.
- 8) Kay Jordan raised the question if we were getting a new United States Flag for the Union. It was reported that they have been replaced.

Public Relations Committee

- 1) John Hake reported that WTR had a program Saturday night where Franklin Hobbs of WCCO broadcasted his "Hobbs House" Program in Pioneer Hall.
- 2) John Hake announced that committee people and chairmen should make use of the Ad Agency. It was pointed out that people are failing to meet their deadlines and are getting their material in late. If you are going to be using the ad agency at all you will have to meet their schedule.

- 4-
- 3) The Ad Agency is working on a design for the 20th Anniversary. Plans are being made for displays in the show cases. The Public Relations Committee will more or less formulate the basic plans and will act as coordinator for all other committees. It was pointed out that all committees under the area directors should plan to program under the theme of "20 years of service" for this celebration. Another thing that they would like to do is have a Board meeting with all the alumni members.
 - 4) The dedication of the fountain from Regent James Ford Bell will be during the Creative Arts Festival.
 - 5) The "20th Anniversary" brochures were distributed to the dads at the "Dads Day" banquet held in the Main Ballroom on Saturday, November 12 before the Minnesota-Purdue game.
 - 6) The Public Relations Bureau will have a display in one of the showcases welcoming the dads to the Union.

Program Committee Report

- 1) Kay Jordan reported on the following co-sponsorship. The Union Board noon programs committee and the Campus Chest will present cartoon movies on Monday, November 14, in the Main Ballroom from 11:30 to 1:30.
- 2) Kay Jordan reported that the program committee is starting progress reports and they hope to do this every quarter. The Area Directors will come to the program meeting and discuss their area and just what their problems are in their specific area. Maybe the Program Committee will be able to offer suggestions. Sid Kaplan, Games Committee Chairman attended the last program meeting and reported that the Games Area has been re-organized. They are trying to look into new program ideas. All chairmanships are filled and committees are going ahead very well. At the next program meeting the Dance Area chairman will report.
- 3) Kay Jordan reported that the Union Board agreed with Concerts and Lectures to set up a joint fund which we could fall back on in case a program proved to be a financial loss. Presently there is \$1500 in the fund. Part of this has been put in by the Department of Concerts and Lectures and part by the Union.
- 4) Kay Jordan reported that last year a motion was made that the union relations committee, which is a part of the Public Relations Area, had a certain amount of money which was allocated to them for the State of the Union Page. A certain percent was taken out of each committee's budget. Last year this money was returned to the program expense account because we were not using the State of the Union Page. There was \$1500 set aside for this. Kay then pointed out that a motion was made requesting \$750 to be returned to the Union Relations Committee to use for the State of the Union page this fall. It was pointed out that the Program Committee approved this.

Area Reports

- 1) Sid Kaplan reported on the Games Area. The area has been divided into the following areas. Billiards, Table Tennis, Bowling, Bridge, and other Games. All chairmanships are filled. Three tournaments are planned for Homecoming Week. Two of these proved to be successful. On November 20 there will be a faculty-student bridge tournament.
- 2) Joyce Cremers reported on Talent Development. On October 31, Creative Society presented a program of Ghost Story readings. Attendance was thirty-five. Talent Bureau is planning a talent show with a skating background. This will be an informal program with contestants seated on stage.
- 3) Marolyn Downing reported on a photo exhibit in the Fine Arts Gallery. She also called attention to the Board that new lights have been installed in the Gallery. The Art-Craft Committee and the Twin City Photo Club held a program on Sunday, November which proved to be successful. There was an attendance of 850.

Personnel Committee Report

- 1) Kay Jordan reported in the absence of the Personnel Committee Chairman.

Motion K-1605

Kay Jordan moved the approval of Jane Rohr as chairman of Christmas Sing.

Motion seconded and carried.

Old Business

- 1) Doug Johnson reported that an ad hoc committee has been set up to plan for the 20th Anniversary celebration. Also, invitations were sent out to 18 organizations on campus to participate in this celebration. The first meeting of this committee was held November 8.
- 2) Regional Report. Karen Cravens and Doug Johnson attended the Region VII Conference at Sioux Falls South Dakota. The first session was a discussion on Union organization and authority. Sessions on public relations, and food service were also attended. As Minnesota is the largest union in this region new ideas and so forth were not too valuable. However, the experience of attending a conference and having the opportunity to see how other unions are run proved to be very worthwhile.
- 3) Mr. Starr reported on the Big Ten Conference which he attended. They discussed the matter of liabilities and insurance for accidents which occur in the union. They also considered the problem of employee damage to the building. A complete report is on file.
- 4) The question was raised as to how many applications were made for the opening on the Board. It was reported that one application has been made.
- 5) The Orientation Commission has an opening for a member from the Student Union.

New Business

- 1) Each year around Christmas time it is the practice of the Board to send out invitations to alumni Board members to have a Christmas get-together. A committee will be set up to work on this.
- 2) Dr. William Howell, Chairman, Senate Committee on Student Affairs thanked the Board for giving him the opportunity to visit one of our Board meetings. He stated that this meeting proved very informative to him as he was unaware of some of the programs that are going on in the Union. He also commented that he felt that our new policy to have visitors at our Board meetings was an excellent one as it will give many people an opportunity to observe just what the programs are in Coffman Union. Dr. Howell went on to explain the functions of the Senate Committee on Student Affairs. This committee is made up of 26 members, 14 of these are students. Two alumni members are also on this committee. Dr. Howell's report proved very interesting to Board members and also gave them valuable information on the functions of SCSA.

Announcements

- 1) It was announced that the Christmas Semi-Formal will be held December 3. This is not too far in the future. Committee chairmen should be aware of this and start work to make this event a success.
- 2) The meeting on Wednesday, November 16, will be held at St. Thomas Union in St. Paul. Board members please meet in Room 231 at 4:30 on Wednesday to leave for St. Thomas. A tour of the building will be taken at 5:00 and dinner will be served at 6:00 with the meeting following.

The meeting adjourned at 8:30.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

vk

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 16, 1960

Members Present:

Karen Cravens, Doug Johnson, Carole Clifford, Ron Moe, Marolyn Downing, Joyce Cremars, Dr. Forrest Moore, Sid Kaplan, Dr. E. L. Thomas, Mr. Gordon Starr, Ellen Fitzgerald, Judy Gilquist, Dick Stanford, Marcia Duffy, Dr. David LaBerg, Mr. Douglas Wolfangle, Chuck Nightengale

Members Absent:

John Hake, Kay Jordan, Mr. Walfred Pederson

Others Present

Fr. Vashro, Dean of Men, St. Thomas; Mr. Tinney, Faculty Advisor on the Student Council; Earl McGovern, President Student Council, Al Walsh, Ron Barrett, Jim Spensley MSA President, Betty Campbell, Val Kress

The meeting was called to order at 7:07 at the St. Thomas Student Center in St. Paul. President Dick Stanford introduced our host, Fr. Vashro to the Union Board. Also introduced was Earl McGovern who is president of the St. Thomas Student Council, Al Walsh another member of the Council, and Mr. Tinney the faculty advisor on the Council.

On behalf of the Coffman Memorial Union Board of Governors President Stanford thanked Fr. Vashro for inviting us to hold one of our meetings in the new St. Thomas Student Union and also for giving us a tour of the new building and serving us dinner.

Executive Committee Report

- 1) Ellen Fitzgerald reported on the Union Board Council. At their last meeting they discussed their future plans and they also expressed their opinions about the Council and how it is run. It was the general feel of the Council members that the Board is not asking for too much of their time. They are beginning work on the Christmas Semi-Formal and are also planning a party for the end of the quarter.
- 2) President Stanford announced that the orientation representative will be selected at the Executive Committee Meeting on Friday, November 18, at 3:30 in Mr. Starr's office. In the meantime, people who are interested in this position please contact President Stanford prior to this time as there is an important meeting this week that a UBOG representative should attend.
- 3) President Stanford announced that assignment sheets for the Christmas Semi-Formal were in the folders. Also a list of UBC members was included. The UBC people have signed up to help and are willing to work. It was pointed out that the Executive Committee will coordinate the hosts and hostesses. President Stanford will be calling each chairman the remainder of this week to check on progress. Sid Kaplan announced that tickets should be ordered this week so a theme should be selected.

- 4) It was announced that the absences from the meeting of November 9 will be considered at the Executive Committee meeting on Friday. Also the absences from this meeting will be considered.

Personnel Committee Report

- 1) Chuck Nightengale reported that the Personnel Committee has planned to have VIP on Thursday, January 12, 1960. This will take place during the "20th Anniversary" Celebration. He asked for suggestions and ideas that Board members feel should be included in this program. Chuck also mentioned that perhaps the Board meeting could be changed to Thursday night, January 2 during this week. This will be decided when the Winter Quarter Schedule is arranged.
- 2) Next week the first "Outstanding Committee Award" will be given out. Nominations must be in Room 231 of the Union no later than 2:30 p.m. on Monday, November 21.

House and Finance Committee Report

- 1) Ron Moe reported that Mr. Starr and other staff members took a tour of the building and found sixty-three things in the building that need attention. It was pointed out that most of these are in the area of maintenance.
- 2) Ron Moe reported, just as a reminder, that someone wanted to use the Main Lounge for programming and it is the general policy that the Main Lounge not be used for programming unless some extremely different circumstance arises. If programs are to be scheduled this can be done in the Mens' or Womens' Lounges.
- 3) Ron Moe reported on the problem of people coming into the Union and forming their own jazz sessions. The House and Finance Committee has made the statement that the Mens' and Womens' Lounges should not be open to this sort of thing as these are to be used for lounge purposes. Ron pointed out that these jazz sessions will be allowed in the Main Lounge providing the volume is kept down. In past instances the offices on the second and third floors of the Union found it interfering with their work.
- 4) Ron Moe reported that an ad hoc committee has been set up to study the Terrace Reading Room and to find ways of making it more enjoyable. They hope to add the Freedom Shrine and a different set up for book services. Members of this ad hoc committee are Dick Getchell, Ron Moe, and Dr. Ralph Hopp from the Library.
- 5) Ron Moe reported that the House and Finance Committee is in charge of Christmas Decorations. The entire Board will be working on these decorations and it will be coordinated by the House and Finance Committee.

Program Committee Report

- 1) Marolyn Downing reported on the Program Committee in the absence of Chairman, Kay Jordan. All Board members should submit a statement as to how you would like the budget reallocated. The Program Committee is interested in how the budget has been working in each area. If any suggestions or allocations are to be made in your area please submit this statement. The Budgets will be changed around at the end of this quarter. If you do not feel reallocations are necessary in your area please submit a statement of just where you stand financially. These statements should be in by November 30.
- 2) Carole Clifford attended the Program Committee meeting and reported on the Dance Area. All four committees are moving along very well. Chairmen are programming and carrying through very well. Carole announced that there will be a variety dance on Friday, November 18. It will be the Rose Ball.

Public Relations Committee Report

There was no business from the Public Relations Committee as they did not have a meeting last week.

Old Business

- 1) Chuck Nightengale, Personnel Committee Chairman, announced that there is still an opening on the Board. This position should be filled as soon as possible so any Board members who know of individuals interested please encourage them to apply. This opening is in the Outings Area.
- 2) Doug Johnson reported that the 20th Anniversary Ad Hoc Committee wants all area directors to evaluate their area and each committee within the area. This committee is interested in what program plans are being considered and how they are planning to carry them out. Also, if directors feel a committee should be dropped this should be reported. These should be turned in as soon as possible.
- 3) Marolyn Downing called attention to the flyer that was in the folder requesting demonstrators for the Christmas Workshop on November 30.

New Business

- 1) Ron Moe called the attention of the Board to absences. Each Board member is allowed three absences each quarter and this is 30% or more of the time that they are expected to spend in Board meetings per quarter. He felt that at times the Executive Committee is quite lenient in the matter of excuses. Board members tend to not place enough importance on the Board and therefore miss more meetings than necessary. Ron felt that excuses should be presented at the time that the absences are reported at the Board meeting. Marcia Duffy felt that this is unnecessary as the Executive Committee is capable of deciding if an absence should or should not be excused. President Stanford pointed out that the meeting of November 9 was the only meeting where a large number of members

were absent and these absences have not yet been considered by the Executive Committee.. He also pointed out that at all meetings prior to that time there were no more than two members absent and we even had one meeting with perfect attendance.

Motion K-1606

Ron Moe moved that the Executive Committee report the reasons for the absences at the time they announce the excused absences at the Board meeting.

This motion was not seconded.

- 2) Joyce Cremers raised the question if we could replace Muzak with a different type of program. Mr. Starr reported that Muzak is a company that operates in any large city. They pipe in music to various buildings, industrial firms, etc. Their programs are different depending on the type of activities involved in a particular building. Coffman Union has a contract with Muzak which food service pays a portion of the charges. At the time Muzak was contracted it was felt that it would cost us more to have a person on our staff run such a program. Therefore, Muzak was contracted. Mr. Wolfangle pointed out that if we are not satisfied with the particular type of music being piped in presently, we can request a change of program. President Stanford referred this matter to the House and Finance Committee.
- 3) Judy Gilquist announced that Louise Moberly, program consultant for the Graduate Student Committee would like to see a graduate student as a member of the Union Board of Governors. President Stanford pointed out that this will be considered if she write a statement in regard to this.

Announcements

- 1) Dick Stanford read a letter from Mr. Harold D. Smith, Director of University Bookstores thanking the Board for giving him the opportunity to visit one of our Board meetings. He read another letter to John Vanasek, Vice Chairman of the Union Board Council thanking them for the fine work they did on the Youth Recognition Night. The Council stated that they were more than happy to do this and enjoyed it very much.
- 2) Sid Kaplan, Games Committee Chairman, called attention to the flyer placed in the folders concerning the All-University Bridge Tournament. He requested that Board members place these on Bulletin Boards in the dormitories etc.
- 3) President Stanford announced that there will not be a meeting next Wednesday because it is the eve of Thanksgiving. If the Executive Committee finds a meeting necessary it will probably be scheduled for Tuesday evening. The next meeting would then be held on November 30. Also at this meeting the showing of the Wisconsin Union film will take place.

Fr. Washro spoke for a few minutes to the Board. He thanked us for coming over as it proved to be very educational to him. At present, St. Thomas does not program events and through our meeting he learned how things were done. He feels that he has, and will continue to learn a great deal from our Union Board of Governors, and he is looking forward to attending future meetings.

Again, President Stanford, on behalf of the entire, thanks Fr. Washro for his kind hospitality.

Motion K-1607

It was moved that the meeting adjourn at 7:50

Motion seconded and carried.

Respectfully submitted

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

November 30, 1960

I. Standing Committee Reports

A. Executive

- 1) Absences
- 2) Christmas Semi-Formal
- 3) Morris Day
- 4) Rose Bowl and National Championship
- 5) Social gathering of the decade
- 6) Orientation Commission Appointment
- 7) UBC
- 8) Objectives

B. Personnel

- 1) Chairmanship Approvals
- 2) Announcements

C. Public Relations

- 1) 20th Anniversary
- 2) Public Relations Bureau
- 3) WMMR

D. Program

- 1)
- 2)
- 3)
- 4)

E. House and Finance

- 1) Christmas Decorating Party (Gala)
- 2) Rose Bowl Tour Arrangements
- 3) TV Lounge Door
- 4) Room Requests

II. Old Business

III. New Business

- A. Mr. Walfred Pederson - Student Wage Policy

IV. Announcements

- A. ACU Bulletin
B. Other

V. Adjournment

GOOD LUCK ON FINALS

MERRY CHRISTMAS

HAPPY NEW YEAR

BEAT THE MUSKIES

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 30, 1960

Members Present:

Karen Cravens, Doug Johnson, Carole Clifford, Ron Moe, Marolyn Downing, Joyce Cremers, Sid Kaplan, Ellen Fitzgerald, Judy Gilquist, Dick Stanford, Marcia Duffy, Chuck Nightengale, John Hake, Kay Jordan, Dr. David LaBerge, Mr. Walfred Pederson, Mr. Gordon Starr

Members Absent:

Dr. Forrest Moore, Dr. E. L. Thomas, Mr. Douglas Wolfangle

Others Present:

Ron Barrest; Bill Van Dusen; Sue Boddy, UBC Representative; Pat Zonetli, DAILY Representative; Val Kress

The meeting was called to order at 6:40 p.m. in Room 346 of Coffman Memorial Union. The Wisconsin Union movie, the first movie of its kind, was viewed by Board members who found it interesting and also learned different ideas for programming. Mr. Starr pointed out that funds to make this movie were given to the Wisconsin Union by the Board of Trustees.

Executive Committee Report

- 1) President Stanford reported that absences from the meetings of November 9, 16, and 30 will be postponed until the next Board meeting which will be held in January.
- 2) President Stanford requested reports from chairmen of the various committees for the Christmas Semi-Formal. Joyce Cremers reported on Special Effects. Free corsages will be given to the girls, refreshments will be served, and there will be a saber arch formed by cadets in military dress for three or more couples entering the dance in groups from 9:30 to 10:30.

Sid Kaplan, Ticket Chairman, reported that ticket sales are slow. The reason for this is that publicity did not get out due to unfavorable weather conditions. However, the rush for tickets is expected on Thursday, and Friday. Sid pointed out that any person working on a committee will get a free pass to the dance.

Marolyn Downing reported on Publicity. Signs were destroyed by the unfavorable weather conditions on Sunday so new posters had to be made and distributed. This is one of the reasons why ticket sales have been slow. A sound car was out on Wednesday. Personal contact is important for this event, and Board members were urged to talk to their friends and fraternity and sorority houses.

Doug Johnson reported that decorations will be made on Friday before the Board party. The Board members will decorate the large tree in the Main Ballroom. The orchestra will be on the dance floor with refreshments on the stage.

President Stanford pointed out that last year was the first time a profit was made on this dance. Also, many people felt that this is one of the nicest dances of the year. There will be a special reserved table at the stage for UBOG and UBC people. The Minneapolis Choralairs will present a 45 minute intermission.

- 3) President Stanford reported that December 1 will be Morris Day. The first class at the Morris Branch of the University of Minnesota will visit the Minneapolis Campus. This is being co-sponsored by members of student groups and departments. The Morris freshmen will attend a number of workshops on campus during the day. They will see the Union movie and will be getting a condensed version of the seminar. It was pointed out that this seminar would be on basic leadership and not Union leadership.
- 4) President Stanford announced that the Minnesota football team is the top ranking football team in the country, however, the Union has not been too enthusiastic in regard to programs. He suggested that this could be worked very effectively into programming. President Stanford also suggested that the Union play an active role in the pre-plane farewell at Wold Chamberlain Field.
- 5) Ellen Fitzgerald reported that the Board party will be held at 6:30 on Friday, December 2 at her home in St. Louis Park.
- 6) President Stanford reported that the Executive Committee recommends for Board approval, Judy Gilquist as the UBOG representative to the Orientation Commission.

Motion K-1608

Ellen Fitzgerald moved that the Board approve Judy Gilquist as the UBOG representative to the Orientation Commission.

Motion seconded and carried.

- 7) Ellen Fitzgerald introduced UBC representative Sue Boddy to the Board. Ellen reported that at the UBC's last meeting they discussed final plans for the Christmas Semi-Formal. They also held election of officers and the following people elected: David Rowen, Chairman; Ron Petrie, Assistant Chairman; and Sue Barwise, Secretary.

- 8) President Stanford announced that the year is half over for Board members who are serving this term. He urged Board members to evaluate their jobs and the work their committees are doing. He also reported on a number of goals that the Board should set out to complete before the end of the year. They are as follows: (1) To make the Big Ten Conference to be held in April as successful as possible. (2) To support the Program Committee in their attempts re-evaluate events in the course of the year. (3) To work on the entire re-organization of the Union. He urged Board members to follow the work of their areas which Vice President Johnson asked for at a recent meeting. (4) That the ad hoc committee studying fees continue their work. (5) To try to put enough money in the renovation fund. He pointed out that the building is twenty years old and we are not putting the specified amount into this fund and as time goes on we are constantly having to make repairs.
- 9) President Stanford reported that the next Board meeting will be at 4:30 on Friday, January 6.
- 10) Mr. Starr reported that he had a study done at the University of Michigan on Effective Utilization of Space. Board members interested could see this book in Mr. Starr's office.
- 11) President Stanford announced that the vacancy in the Outings Area of the Board will probably be filled after the Executive Committee meeting on Friday.

Personnel Committee Report

Motion K-1609

Chuck Nightengale moved for the appointment of Kathy Dibble as Creative Arts Festival Chairman.

Motion seconded and carried.

Motion K-1610

Chuck Nightengale moved for the appointment of Geraldine Hanson as chairman of Personnel Bureau.

Motion seconded and carried.

- 2) There are chairmanship openings in the following committees. Outings Equipment Rental, Creative Society, Dance Instruction, Variety Dance and the Art-Craft Studio Committee.
- 3) The quarterly evaluation sheets are to be turned in by Monday, December 5 at 2:30 p.m.
- 4) Chuck Nightengale showed Board members the award that is given to outstanding committee chairmen. Nominations for these awards should be in by 2:30 on Mondays.
- 5) Winter Retreat will be held on January 12. Each area director will give a five minute talk on what their committees are doing. This retreat will be held at the St. Paul Student Center.

Public Relations Report

- 1) John Hake reported that Pete Meyer's picture has been included with the past president's picture in the Board meeting room.
- 2) Bill Van Dusen, Manager of Radio Station WMMR reported that WMMR would like to have two of their staff members to to the Rose Bowl game to tape the play by play action of the game. They feel that this would be very worthwhile for re-broadcasting etc. It was his request that the Union Board of Governors give their financial assistance for this trip. It was also pointed out that the Athletic Department may agree to pay one-half of the expenses.

Motion K-1611

It was moved that the Union Board of Governors send two representatives from WMMR and have them tape the Rose Bowl game at Pasadena, California with costs kept definitely under \$200.

Motion seconded.

It was suggested that this money be taken from the WMMR budget that has come in from contract time sales. It was pointed out that the program committee will decide where the money will come from.

Motion carried.

- 3) The Public Relations Bureau is going to have the State of the Union Page on Friday, December 2. The next page will be on the Friday of 20th Anniversary Week.
- 4) There will be a 20th Anniversary Public Relations Committee meeting on Friday, December 2. Final decisions will be made on plans and programs for this celebration.
- 5) The Union Board of Governors is hosting the president's reception on December 15.

Program Committee Report

- 1) The following report was made on the budget. There were \$930 left from summer programming. \$200 has been left from fee statements because this has not been used Fall Quarter. There is \$100 from openhouse. There is \$1230 in the budget altogether. The Program Committee added \$100 to Square Dance at their request. They allocated \$500 to the 20th Anniversary Committee. The Games Area was allocated according to new organization plans. \$200 to table tennis and \$300 to bridge. \$500 was allocated to noon programs. \$180 to graduate students, and \$100 to Union Jazz Workshop.
- 2) Kay Jordan reported on the Music Area Progress Report. Hi-Fi Listening has a new outlook on programming. They are using tapes along with records and are having readings etc. not just music. Christmas Sing is coming along very well. Chamber Music Series will start the first week of Winter Quarter.

- 3) Kay Jordan reported that the Program Committee recommended that the Board approve the following co-sponsorship: Between the Graduate Student Committee and the American Studies Program, a series of feature length films. This is in connection with class work. There will be an admission of 35¢. This will begin on January 8.

Motion K-1612

It was moved that the Union Board approve the co-sponsorship for showing feature length films in the Union.

Motion seconded and carried.

House and Finance Committee Report

- 1) Chairman Ron Moe reported that the House and Finance Committee approved the use of the Table Tennis Area in Coffman Union for the sale of Rose Bowl Tickets.
- 2) The Public Relations Committee requested use of the Main Lounge on January 9, the opening day of the 20th Anniversary Celebration.
- 3) The graduate student committee requested office space in the Union. Room B-4 has been assigned to them on a temporary basis with the provision that committee groups can use it also.
- 4) Ron Moe reported that sometime ago the Board approved spending \$598 to get a door put in the TV Lounge to separate it from the Main Ballroom. After a talk with Assistant Director Dick Getchell, it was discovered that this door would not match the door presently in there. The House and Finance Committee requests that the Board approve spending \$138 additionally to obtain a door that will match.

Motion K-1613

It was moved that in order to make the equipment match the equipment that is already in the TV Lounge, we add \$138 to the previously approved amount of \$598.

Motion seconded.

Ellen Fitzgerald felt this was not worth while and that we could use our money better elsewhere. Ron Moe pointed out that the door that they want to put in now is of a better quality and would serve many more years than the door they had originally planned for.

Motion carried.

- 5) Ron Moe reported that Christmas decorations will be put up in the Union on Friday before the Board party. Decorations from previous years will be used. Decorations will be placed in the Main Halls. A big Christmas tree will be in the Main Ballroom. All Board members are to help with decorations.

Motion K-1614

Ellen Fitzgerald moved that a special meeting be called at 3:30 on Friday for decorating.

Motion seconded and carried.

Motion K-1615

Ron Moe moved that the Board approve the following recommendations for action in the near future in regard to renovation of the cross lounge into an International Student Lounge. They are as follows:

1. Approve plans in general with provision for changes with progression.
2. Location of world map to be considered in plans so as not to black off alumni office door. This map to be symbolic rather than exact replica.
3. University architects begin preliminary detailed plan.
4. Consult with alumni office about purpose of lounge giving them information on the various changes to be made.
5. Immediately get estimates for costs involved for the plans.
6. Consider using present furniture, refurnish when possible.

Motion seconded

Motion K-1616

It was moved to amend Motion K-1615, Part 2, leaving out the phrase, "This map to be symbolic rather than exact replica."

Motion seconded and carried.

A vote was then taken on Motion K-1615.

Motion K-1615 carried.

Motion K-1617

Ron Moe moved that the Board approve the following recommendations in regard to the cross lounge for immediate action. They are as follows:

1. Change name "Cross Lounge" to "International Students Lounge".
2. Consider the possibility of refurnishing present office.
3. Temporary display cases set up
4. Larger sign for foreign student council room.

Motion seconded and carried.

Old Business

None

New Business

- 1) Mr. Walfred Pederson reported on student pay ranges. He pointed out that the University is very interested in its student body and wants to help students financially to be able to attend. Therefore, the University Administration has set up the Student Employment Bureau. This is a part of the Civil Service Department. There are two full time staff members in this Department, and the rest of the employees are supplemented by students. Approximately 10,000 students are employed through this department each year. They try to place students in jobs on the basis of qualifications and financial need. Students are paid exactly the same hourly rate as full-time employees doing the same type of work. This is not so in many other Universities. However, they feel that a student coming in for one or two hours a day puts out more work than a full-time employee would in the same period of time, working eight hours each day.

Announcements

- 1) President Stanford announced that the ACU Bulletin came out in December and will be distributed to Board members through him.
- 2) Remember! President's Reception on December 15.

The meeting adjourned at 10:05.

Respectfully submitted

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MICHIGAN
Coffman Memorial Union

UNION BOARD OF GOVERNORS

PROGRAM ATTENDANCE REPORT - FALL QUARTER 1960

AREAS	1959			1960		
	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.
DANCE AREA						
Dance Instruction	9	1339	149	8	1282	160
Single Swing	9	4256	473	7	3025	432
Square Dance	8	780	98	7	773	110
Variety Dance	7	1524	218	3	1589	530
TOTAL		7899			6669	
FINE ARTS AREA						
Fine Arts Gallery	1	10	10	6	---	---
Art Craft Studio	3	726	242	13 wks.	1571	121
Art Craft Studio	12 wks.	1428	119	13 wks.	1571	121
Special Events	9	401	45	2	1075	538
Focus	5	561	112	#4	190	48
TOTAL		3126			2836	
GAMES AREA						
Bowling	Area broken down into different committees in 1959.			4	185	46
Table Tennis				2	38	19
Bridge				2	68	34
TOTAL		1598			291	
MUSIC AREA						
Coffman Musicale	1	19	19	1	1272	1272
Hi-Fi Listening	3	3168	1056	2	18	9
Union Jazz Workshop	5	4779	956	9	6113	679
TOTAL		16,352			7403	
NOON PROGRAMS AREA						
Noon Varieties	1	15	15	28	25,836	923
Sunday Programs	27	28,632	1060	---	---	---
	5	261	52	---	---	---
TOTAL		28,908			25,836	
OUTINGS AREA						
Co-Rec Nights	1	48	48	5	999	200
Outing Events	8	955	119	1	28	28
Outing Instruction	1	25	25	3	62	21
Outing Rentals	---	---	---	44	201	5
TOTAL		1028			1290	

*Fine Arts Gallery had six shows throughout the quarter; however, no programs as such were held.
 #Fort Sahl Program listed under Special Events, rather than Focus Committee.
 @Even programs co-sponsored with UJW not included in this total; listed under UJW.
 @Number of persons outfitted.

1959

1960

AREAS	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.	NO. EVENTS	TOTAL ATTEND.	AVERAGE ATTEND.
SPECIAL SKILLS AREA						
Charm	13	2062	159	5	1164	233
American Foreign Stud.	2	123	62	9	862	96
Student-Faculty Relations	6	495	83	2	65	33
Graduate Students	—	—	—	2	100	50
Toastmasters	8	100	15	—	—	—
TOTAL		2780			2191	
TALENT DEVELOPMENT AREA						
Creative Society	1	35	35			
Talent Bureau	4	89	22	4	297	74
	2	76	38	2	635	318
TOTAL		200			932	
PERSONNEL						
Coke Hours	3	229	76	10	521	52
Parties	1	60	60	—	—	—
TOTAL		289			521	
PUBLIC RELATIONS						
Ad Agency	1	30	30	1	12	12
WMMR	7	423	60	2	5500	2750
Coffee Hours	1	30	30	—	—	—
Tours	3	140	47	1	30	30
President's Reception	1	750	750	1	700	700
TOTAL		1373			6242	
TRAINING AREA (Staff)						
Leadership Seminars	5	99	20	2	21	11
Union Board Council	3	101	34	10	313	31
Fall Retreat	1	87	87	—	—	—
UBOG Training Session	—	—	—	2	15	8
Publicity Clinics	1	23	23	—	—	—
Counselor Orientation	2	110	55	2	39	20
TOTAL		420			388	
SPECIAL EVENTS						
Coffman Capers	1	3000	3000	1	4000	4000
Homecoming Dance	1	4500	4500	1	4400	4400
Mort Sahl - Limelighters Program	—	—	—	1	4500	4500
Christmas Semi-Formal	1	490	490	1	470	470
Christmas Sing	3	4100	1367	3	4000	1333
TOTAL		12,090			17,370	
GRAND TOTALS	210	76,063		200	71,969	

12/21/60
ba

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

FINANCIAL REPORT - FALL QUARTER

As of December 27, 1960

AREA or COMMITTEE	ORIGINAL BUDGET	INCOME	EXPENSE	BALANCE
DANCE AREA				
Dance Instruction	0	\$387.75	\$361.65	\$ 26.10
Single Swing	0	471.50	430.95	40.55
Square Dances	0	339.00	396.52	-57.52
Variety Dance	\$500.00	519.08	523.46	495.62
FINE ARTS AREA				
Fine Arts Gallery	600.00	9.50	157.19	452.31
Focus	500.00	653.00	111.64	1041.36
Art Craft Studio	500.00	---	48.65	451.35
GAMES AREA				
Bowling	300.00	309.80	295.20	314.60
Bridge	300.00	64.00	115.44	248.56
Table Tennis	200.00	---	25.60	174.40
MUSIC AREA				
Coffman Musicals	300.00	---	98.97	201.03
Hi Fi Listening Hour	100.00	---	29.11	70.89
Union Jazz Workshop	600.00	390.15	606.98	383.17
MOON PROGRAMS				
Moon Varietiss	1000.00	97.47	657.45	440.02
OUTINGS AREA				
Co-Ecc	250.00	---	65.20	184.80
Outing Events	380.00	---	46.94	333.06
Outing Equipment	500.00	28.35	11.07	517.28
Outing Instruction	150.00	150.00	166.25	133.75
SOCIAL SKILLS				
Charm	550.00	---	75.87	474.13
American-Foreign Stud.	200.00	---	52.43	147.57
Graduate Students	100.00	---	52.46	47.54
Student-Faculty Rel.	400.00	---	28.05	371.95
TALENT DEVELOPMENT AREA				
Creative Society	600.00	---	68.40	531.60
Talent Bureau	300.00	---	56.30	243.70
PROGRAM DEVELOPMENT				
Program Expansion	3500.00	---	900.00	2600.00
PUBLIC RELATIONS				
Ad Agency	300.00	---	82.81	217.19
WMMR	0	1414.83	1603.72	-188.89
Union Relations	1000.00	750.00	752.06	997.94
Brochures	300.00	---	70.01	229.99
Fee Statement Hldrs.	200.00	---	---	200.00
Gopher	400.00	---	---	400.00
20th Anniversary Edt.	1400.00	---	3.15	1396.85

AREA or COMMITTEE	ORIGINAL BUDGET	INCOME	EXPENSE	BALANCE
UNION BOARD ACTIVITIES				
Board Activities	\$1000.00	---	\$190.99	\$809.01
Personnel	600.00	---	287.00	313.00
Welcome Week	800.00	---	708.82	91.18
Open House	300.00	---	---	300.00
Big Ten Convention	300.00	---	---	300.00
Merit Reception	850.00	---	---	850.00
Christmas Cards	75.00	---	50.00	25.00
Christmas Dec. & Party	200.00	---	---	200.00
LEADERSHIP & TRAINING				
Union Board Council	0	\$153.96	109.42	44.54
Leadership Seminars	100.00	---	1.96	98.04
Fall Retreat	250.00	---	22.70	227.30
Spring Retreat	100.00	---	---	100.00
CONTINGENCY FUND				
	500.00	---	36.84	463.16
PROGRAM ADMINISTRATION				
Supplies	700.00	89.46	307.77	481.69
Telephone	550.00	11.40	227.35	334.05
Postage	250.00	63.60	85.00	228.60
Travel (Staff)	500.00	---	94.52	405.48
Equipment	600.00	6.80	162.55	444.25
Miscellaneous	543.60	---	168.00	375.60
SPECIAL EVENTS				
Homecoming Dance	0	6434.02	5215.03	1218.99
Christmas Semi-Formal	0	717.50	682.57	34.93
Christmas Sing	175.00	---	81.38	93.62
Creative Arts Festival	1500.00	---	---	1500.00
SUMMER SESSION				
	3100.00	1703.48	3871.73	931.75
TOTALS	28,423.60	14,764.65	20,197.16	22,991.09

12/29/60
ba

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

1960-61 PROGRAM BUDGET
As Adjusted December, 1960

AREA or COMMITTEE	ORIGINAL BUDGET	BALANCE AS OF DEC. 27, 1960	ADJUSTMENTS	ADJUSTED BALANCE
DANCE AREA				
Dance Instruction	0	\$ 26.10	0	\$ 26.10
Single Swing	0	40.55	0	40.55
Square Dance	0	-57.52	+100.00	42.48
Variety Dance	\$500.00	495.62	0	495.62
FINE ARTS AREA				
Fine Arts Gallery	600.00	452.31	0	452.31
Focus	500.00	1041.36	0	1041.36
Art Craft Studio	500.00	451.35	0	451.35
GAMES AREA				
Bowling	300.00	314.60	0	314.60
Bridge	300.00	248.56	0	248.56
Table Tennis	200.00	174.40	0	174.40
MUSIC AREA				
Coffman Musicals	300.00	201.03	-75.00	126.03
Hi Fi Listening Hour	100.00	70.89	0	70.89
Union Jazz Workshop	600.00	383.17	+100.00	483.17
Chamber Music	0	0	+525.00	525.00
NOON PROGRAMS				
Nonn Varieties	1000.00	440.02	500.00	940.02
OUTINGS AREA				
Co-Rec	250.00	184.80	0	184.80
Outing Events	380.00	333.06	0	333.06
Outing Equipment	500.00	517.28	0	517.28
Outing Instruction	150.00	133.75	0	133.75
SOCIAL SKILLS				
Charm	550.00	474.13	0	474.13
American-Foreign Stud.	200.00	147.57	0	147.57
Graduate Students	100.00	47.54	+180.00	227.54
Student-Faculty Rel.	400.00	371.95	0	371.95
TALENT DEVELOPMENT AREA				
Creative Society	600.00	531.60	0	531.60
Talent Bureau	300.00	243.70	0	243.70
PROGRAM DEVELOPMENT				
Program Expansion	3500.00	2600.00	-500.00	2092.93
PUBLIC RELATIONS				
Ad Agency	300.00	217.19	0	217.19
WMMR	0	-188.89	0	-188.89
Union Relations	1000.00	997.94	0	997.94
Brochures	300.00	229.99	0	229.99
Fee Statement Hldrs.	200.00	200.00	-200.00	0
Gopher	400.00	400.00	0	400.00
20th Anniversary Bklt.	1400.00	1396.85	0	1396.85
20th Anniversary Prog.	0	0	+500.00	500.00

AREA or COMMITTEE	ORIGINAL BUDGET	BALANCE AS OF DEC. 27, 1960	ADJUSTMENTS	ADJUSTED BALANCE
UNION BOARD ACTIVITIES				
Board Activities	\$1000.00	\$809.01	0	\$809.01
Personnel	600.00	313.00	0	313.00
Welcome Week	800.00	91.18	\$-91.18	0
Open Houses	300.00	300.00	-100.00	200.00
Big Ten Convention	300.00	300.00	0	300.00
Merit Reception	850.00	850.00	0	850.00
Christmas Cards	75.00	25.00	0	25.00
Christmas Dec. & Party	200.00	200.00	0	200.00
LEADERSHIP & TRAINING				
Union Board Council	0	44.54	0	44.54
Leadership Seminars	100.00	98.04	-50.00	48.04
Fall Retreat	250.00	227.30	0	227.30
Spring Retreat	100.00	100.00	0	100.00
CONTINGENCY FUND	500.00	463.16	0	463.16
PROGRAM ADMINISTRATION				
Supplies	700.00	481.69	0	481.69
Telephone	550.00	334.05	0	334.05
Postage	250.00	228.60	0	228.60
Travel (Staff)	500.00	405.48	0	405.48
Equipment	600.00	444.25	0	444.25
Miscellaneous	543.60	375.60	0	375.60
Staff Training	0	0	+ 50.00	50.00
SPECIAL EVENTS REVOLVING FUND				
Christmas Sing	0	1253.92	0	1253.92
Creative Arts Festival	175.00	93.62	0	93.62
	1500.00	1500.00	0	1500.00
SUMMER SESSION	3100.00	931.75	-931.75	0
TOTALS	\$28,423.60			22,991.09

12/30/60
ba

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

January 6, 1961

I. Standing Committee Reports

A. Executive

- 1) Fill out class schedule
- 2) Introductions of guests
- 3)
- 4)

B. Personnel

- 1) Chairmanship openings
- 2) Outstanding Personnel Awards
- 3) Summit
- 4)

C. Public Relations

- 1) WMMR
- 2) Public Relations Meeting
- 3) 20th Anniversary
- 4)

D. Program

- 1) Rose Bowl
- 2) Mimeo sheets
- 3) Co-sponsorships
- 4) Concerts and Lectures
- 5) Movie co-sponsorships

E. House and Finance

- 1) Varsity Show
- 2) Creative Arts Festival
- 3) House Rules Violations
- 4)

II. Old Business

III. New Business

IV. Announcements

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 6, 1961

Members Present:

Carole Clifford, Karen Gravens, Joyce Cremers, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Dr. David La Berge, Ronald Moe, Dr. Forrest Moore, Charles Nightengale, Richard Stanford, Dr. E. L. Thomas, Mr. Douglas Wolfangle

Members Absent:

Mr. Walfred Pederson, Judy Gilquist, Mr. Gordon L. Starr

Others Present:

Meta Maneks, Kay Fitzenz, Donna Brown, John Vanasek - UBC Representative, Ron Barrett, Jim Cameron - Advertising Agency

The meeting was called to order at 4:45 p.m. in Room 346 of Coffman Memorial Union. President Richard Stanford introduced Meta Maneks, Administrative Fellow; Kay Fitzenz, Mr. Starr's secretary; and Donna Brown, replacing Val Kress. President Stanford stated that this meeting was called because of the nature of the activities next week.

The Executive Committee report will be given later as point E on the agenda because of the nature of the report.

Personnel Committee Report

- 1) Charles Nightengale reported on chairmanship openings which are as follows: Creative Society, Hi-Fi Listening, Dance Instruction, Co-Rec, Outing Equipment, and Art Craft Studio. The board was asked to tell anyone that is interested to fill out an application.
- 2) Charles Nightengale stated that area directors should be thinking about the Outstanding Personnel Awards and hand in nominations for chairmen or people on the committee who have done an outstanding job. The nominations must be turned in to Room 231 before 2:30 p.m. on January 9.
- 3) Charles Nightengale stated that the Summit will be held Thursday, January 12, at 5:30, at the St. Paul Student Center. There will be a dinner at that time. President Stanford will outline the structure of the Union and present other interesting facts. Area Directors will give a five minute talk on their areas describing the committees in their area and what each committee is designed to do. They will also explain what they have done during Fall Quarter, and what is scheduled for Winter Quarter. The need for the attendance of all board members was stressed.

Public Relations:

- 1) John Hake gave the financial report on WMMR and explained why WMMR seems to have a loss of \$188.89 for the Fall Quarter. He explained that the annual report will not show a loss.
- 2) The Public Relations Standing Committee Meeting time has not been decided.
- 3) John Hake gave a report on the 20th Anniversary celebration. The theme is 20 Years of Service with Coffman Memorial Union. All students are invited to participate in this program. This program is planned for January 9 through 13. John Hake then gave the schedule of events which are as follows:

Welcome All Reception - Monday, January 9, Main Lounge
President Wilson and Dr. Thompson have been invited.

Football Hi-Lites of 1960 - Tuesday, January 10, Main Ballroom

Preview - "Oils, Watercolors and Drawings," by Valerie Wentzel
Tuesday, January 10, Fine Arts Gallery

Ski Style Show - Wednesday, January 11, Main Ball Room

Discussion - "The Electoral College and the National Nominating
Convention," Professor Asher Christiansen, Men's Lounge,
Wednesday, January 11.

Films - "Contemporary Russia" Thursday, January 12, Main Ballroom
"Norway and Denmark" Friday, January 13, Main Ballroom

Panel - Islamic Culture, Professor Mulford Q. Sibley, Friday,
January 13, Men's Lounge

Square Dance - Friday, January 13, Cafeteria

Bowling - Roll-offs for the 1961 U. of M. Team, All week, Bowling
Alleys

20th Anniversary Ball - Main Ballroom, North Star Room, January 13
Larry Charles Orchestra and Herb Pilhofer Combo

Program Committee Report:

Kay Jordan announced that the Program Committee Meeting this quarter will be at 5 p.m. before the board meeting.

- 1) Kay Jordan reported that the Program Committee decided to transfer \$200 from the contingency fund to WPMR for the expense of sending Bill Van Dusen, Manager, and Robert Hervey, Sports Director, to the Rose Bowl game. They made a tape recording of the game for future Union programs.

Kay Jordan then reported on the adjusted Program budget. There were no questions as to the budget adjustments. (A copy will be attached to the permanent files of the minutes.)

- 2) Kay Jordan gave the financial report for the Fall Quarter. There were no questions on that. (A copy will be attached to the permanent files of the minutes.)
- 3) The Program Committee has approved three co-sponsorships: Noon Programs and Fencing Club, January 9; Islamic Cultural Society and Focus, January 13; and U.S. Civil Service Commission and Noon Programs, January 16 and 17.
- 4) Kay Jordan reported that we will be co-sponsoring the following events with the Department of Concerts and Lectures: The Arts String Quartet from the Minneapolis Symphony, Shelly Manne playing February 10, and the Bob Newhart Concert which is March 7.
- 5) Kay Jordan then led a discussion on Movie Co-sponsorships. She pointed out that the Union did not get approval from the Administration to continue showing movies on campus. The main argument against movies on campus is that it seems to be in competition with the neighborhood theater owners. It was pointed out that this activity could be educational and that the Union should be allowed to show the movies. It was also pointed out that many other student unions successfully provide movies for their students. Kay stated that because of the administration's position on this matter, the Program staff and Mr. Starr's office could not take responsibility in this matter. If the Union board is to initiate this movie program series, it must discuss the issue further with the administration. The future of the movie series program rests on the results of such future discussion.

Motion K-1618

Kay moved that the Union Board of Governors recognizes that it's programing objectives lie not only in the social and recreational areas, but also in the educational and cultural areas. Also, some academic departments have asked the Union to show movies which would be in conjunction with, and supplement their class work. Therefore, the Union Board of Governors would like to co-sponsor movies with educational departments for students.

Motion seconded and passed

President Stanford requested that the minutes note that the vote was unanimous.

- 6) Carole Clifford gave a report on the 20th Anniversary Ball. There will be a schedule, publicity, and announcements in the Daily. Announcements were also sent to various people on campus. The board is expected to attend. The 20th Anniversary Ball will be the climax to the 20th Anniversary celebration.

House and Finance:

- 1) Ron Moe explained that the Varsity Show is being given space temporarily in Ad Agency. They may request the Special Activities office at a later date.
- 2) Ron Moe reported that the Creative Arts Festival Committee has asked for office space. They were assigned Room 231A for the time that they need it with the stipulation that when they weren't using it, other committees could use it.
- 3) Ron Moe brought up the bad situation concerning misuse of the building and furniture. The following suggestions were made to correct the situation: To advertise in the Daily showing pictures of students abusing the building was one suggestion; Ben Kaufman offered his services. It was also suggested that blotters and cards be placed in strategic areas throughout the building stating the house rules. The recommendations were well received. A House Rules brochure will be coming out soon; then action will be taken.

Executive Report:

- 1) Richard Stanford stated that the report on absences for the meetings of November 9, 16, and 30 will be postponed until the next meeting on January 11.
- 2) Interviews for the board opening are slated for 3:00 to 5:00 p.m., Tuesday, January 10. All board members who are interested may attend.
- 3) Douglas Johnson reminded all area directors and standing committee chairmen to turn in reports to the 20th Anniversary Committee.

Old Business:

None

New Business:

None

Announcements:

- 1) President Stanford announced that Ron Loomis has been recommended for promotion to Senior Program Consultant.

- 2) Marolyn Downing pointed out that there is need of a new Fine Arts Gallery Chairman.
 - 3) The next meeting of the Board will be Wednesday, January 11, at 6:30.
- The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

db

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

January ~~1~~¹¹ 1961

I. Standing Committee Reports

A. Executive

- 1) Board Openings
- 2) Absences
- 3) Board Pictures
- 4) Executive Committee Meetings

B. Personnel

- 1) Recognition Cards
- 2) Summit
- 3)
- 4)

C. Public Relations

- 1) 20th Anniversary
- 2) Announcements
- 3)
- 4)

D. Program

- 1) Attendance Report
- 2) Talent Associates
- 3) Bowling
- 4) Committee Chairmen

E. House and Finance

- 1) Terrace Reading Room
- 2) Meeting Time
- 3)
- 4)

II. Old Business

III. New Business

IV. Announcements

V. Adjournment

- 3) Ron Moe stated that they have gone over the House Rules brochure and submitted it to Jim Herring, Administrative Fellow, for his suggestions.

Ron reported that the House Rules Violations plan is going to be carried out by the Daily. The Daily is going to start a campaign as indicated by Ben Kaufman. Pictures and stories will tell what sort of behavior isn't wanted in the Union.

Dick Stanford commented that this project may not work out the way it was planned. He stated that there is reason to criticize this project, so it should be talked over with Public Relations and Mr. Kaufman.

Program Committee Report

- 1) Kay Jordan reported that the Program Committee has granted \$75 to the UBC to carry out the program with the SLA Freshman Board and the MSA Freshman Board. The Program Committee felt that this is a very excellent program and that the UBC had done a good job with their part. She suggested that the UBOG consider a program similar to this also.

- 2) Kay Jordan reported that the Program Committee was approached by the Student Fellowship of Reconciliation concerning the Pete Segar program. They would like to have the Program Committee co-sponsor Pete Segar's program on May 5. We would provide the Main Ballroom and some publicity, but not share the profits or loss. The Program Committee thought that this would be a good idea. Ellen Fitzgerald raised the question of Pete Segar's background because of his leftist affiliations. Dr. Zander said he would be performing and not talking.

- 3) Kay Jordan stated that Judy Gilquist gave her area program report today. The Program Committee thought she gave a good report.

Judy Gilquist reported that the Graduate Committee had a coffee hour and has an information center for graduate students. They also have a Speaker's Bureau where graduate students can come free of charge and speak to different groups. They also have some social plans in mind for the graduate students.

Kay commented that if you belong to a group that might need a speaker, you should take advantage of the Speaker's Bureau.

- 4) Sidney Kaplan introduced the Games Area chairmen who were visiting.

Bill Lap, Bowling Chairman, gave a report on his area. He stated that their first project now is the Big Ten Bowling Tournament. They have picked the team members now. Some of the expense money is coming out of their budget. Last quarter they had a Men's Handicap Tournament which worked out very well. Now they are thinking of working on a Women's Handicap Tournament.

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

January 18, 1961

I. Standing Committee Reports

A. Executive

- 1) Absences
- 2) UBC
- 3) Big Ten Conference
- 4) Reorganization Commission
- 5) Announcements

B. Public Relations

- 1) Public Relations Bureau
- 2) Fountain Dedication
- 3) Plaque
- 4) Freedom Shrine
- 5) Announcements

C. Personnel

- 1) Chairmanship Approvals
- 2) Chairmanship Openings
- 3) Meeting on Friday
- 4) Summit

D. House and Finance

- 1) Terrace Reading Room
- 2) Room Request
- 3) House Rules Brochure

E. Program

- 1) UBC
- 2) Pete Segar
- 3) Judy Gilquist
- 4) Games
- 5) Invitations Committee Chairman

II. Old Business

III. New Business

IV. Announcements

- A. Harvard Conference Report - Mr. Starr
- B.

V. Adjournment

db

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 18, 1961

Members Present:

Carole Clifford, Karen Cravens, Marolyn Downing, Ellen Fitzgerald, Judy Gilquist, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Ronald Moe, Dr. Zander, Charles Nightengale, Richard Stanford, Mr. Gordon L. Starr, Mr. Douglas Wolfangle, Jim Cameron, Mr. Walfred Pedersen.

Members Absent:

Joyce Cremers, Marcia Duffy, Dr. David LaBerge, Dr. E. L. Thomas.

Others Present:

Ron Barrett, Donna Brown, Julie Bryan - UBC, Ronny Grasman - Publicity and Table Tennis, Bill Lap - Bowling Chairman, Barry Lazarus - Bridge and Chess, Mike Emery - Daily.

The meeting was called to order at 6:35 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the January 6 and January 11 meetings were approved.

Executive Committee Report

- 1) Dick Stanford reported that Marcia Duffy has an unexcused absence for the January 11 meeting.
- 2) Doug Johnson introduced the guests. He explained that plans have been made to have some speakers for Union Board Council during the next few weeks.

Ellen Fitzgerald stated that the SLA Freshman Council and the MSA Freshman Council are getting together next Wednesday night, January 25. They will have a light supper, discussion, and a movie, among other things. Things like this should help promote more understanding between the different freshmen governing groups.

- 3) President Stanford explained that the Big Ten Student Union Conference committee will hold a meeting at 3:30 on Monday, January 23. They will discuss some of the problems that face the big ten conference. We should make this a very good conference. Those who are interested in serving on the Big Ten Conference committee are invited to the next meeting to help with the planning.
- 4) Doug Johnson stated that a meeting of the committee for reorganization was held last Friday, January 13. One plan was submitted. He would like to have other suggestions. They are interested in new ideas that they might have overlooked. The next meeting will be held at 3:30 on Friday, January 20 in Room 327.

- 5) President Stanford announced that we have two new board members with us tonight. James Cameron, who is our new Outings Area Chairman, and Dr. Zander who is the Director of the Student Activities Bureau representing Dean Williamson. He is taking Dr. Moore's place.

President Stanford announced that Mike Emery is taking the place of Pat Zonetlli from the Daily for tonight.

Public Relations

- 1) John Hake stated that a student who is interested in the chairmanship of the Public Relations Bureau was interviewed Tuesday, January 17. If he is appointed, arrangements will be made to talk with him about his responsibilities.
- 2) John Hake explained that he thought it would be a good idea to dedicate the fountain during the opening of the Creative Arts Festival. He will be contacting Regent Bell to come and participate in the ceremony.
- 3) John Hake reported that the Public Relations Committee had talked about having a Memorial Plaque put on the main floor of the Union. They are going to look through books containing different plaques to see what the possibilities are. He commented that 20 years of Union service is something we are proud of, so we should have a plaque. They will talk with the House and Finance Committee about it.
- 4) John Hake reported that the Freedom Shrine will be installed as a part of the renovation of the Terrace Reading Room. There will be a formal dedication. John didn't know exactly when the Shrine will arrive.
- 5) John Hake announced that there was an opening for Ad Agency Chairman as the appointment of Jim Cameron to the board created this opening. If you know anyone who would be interested, have them contact John Hake.

John announced that the Public Relations Committee is planning on running a small survey around the Union to see what problems students have concerning the Union.

The Public Relations Committee will meet at 5:30 p.m. on Wednesday, January 25.

Personnel

Motion K-1621

Charles Nightengale moved that the board accept Glen Smith for the Public Relations Bureau Chairman.

Motion seconded and carried.

Motion K-1622

Charles Nightengale moved that the board accept Kathryn Wagnild as the new Variety Dance Chairman.

Motion seconded and carried.

Motion K-1623

Charles Nightengale moved that the board accept Sherry Brown as the new Dance Instruction Chairman.

Motion seconded and carried.

- 2) Charles Nightengale announced that there are still some chairmanship openings; so tell anyone that might be interested that there are openings.
- 3) The staff is calling a meeting of the Personnel Committee on Friday, January 20 at 2:30 p.m. concerning the shortage of personnel.
- 4) Charles commented that the "Summit Meeting" went over quite well. Approximately 80 people attended the dinner.

President Stanford commented that the number of committee chairmanship openings are too large. It is the area directors responsibility to fill these positions. Personal appeals to people who might be interested would be the best.

President Stanford congratulated Carole Clifford and John Hake for taking care of their personnel opening right away.

House and Finance Report

- 1) Ron Moe reported that the Ad Hoc Committee met and prepared a few tentative actions to be taken in the Terrace Reading Room. When prices are discovered, they will submit a report for action. Some of the ideas presented were: The book case should be removed because it doesn't seem to be serving its purpose. Magazine racks and newspaper racks should be substituted. A list of recommended magazines is being prepared. Also, the Fine Arts Gallery and the Terrace Reading Room could be combined. The committee feels that general renovation will greatly improve the atmosphere of the room.
- 2) Ron Moe reported that there has been one room request. It was a request for the Women's Lounge from 2:30 until 5:30 on March 3 and 17, and April 14. This is for a conference on world problems sponsored by a number of groups.

Ronny Graceman who is in charge of Publicity and Table Tennis, reported that at the end of January they are going to try a mixed table tennis tournament. Since it seems to usually be the same people that play table tennis most of the time, they are starting to write letters to people who have participated in the different tournaments, rather than try a mass publicity approach.

Barry Lazarus, Chairman of the Bridge and Chess Committee reported that the Bridge Committee is starting off February 2 with the Second Annual Bridge Tournament. The committee plans on entering some students in a national team. The committee is also going to sponsor two noon programs of Chess and Bridge. The Bridge parties that were held in the summer were successful and they thought bridge parties may work well now.

- 5) Kay Jordan announced when Chairmen can invite their committee members to come to a Union Board of Governors meeting. They are as follows: January 25 - Judy Gilquist, February 1 - Joyce Cremers, and Marolyn Downing, February 8 - Carole Clifford, February 15 - Karen Cravens, February 22 - Marcia Duffy, March 1 - Jim Cameron.

Kay stated that if you wish a change in committee structures, come to the Program Meeting which is on Wednesday nights at 5:00 p.m. and bring your plans.

Old Business

None.

New Business

None.

Announcements

- 1) President Stanford told the Board Mr. Starr had served as chaperone on the Rose Bowl Train and asked for his report on the Harvard Seminar.

Mr. Starr commented that he was sorry to have missed the 20th Anniversary celebration, but he had many fine reports of the event.

While on route he visited Eastman Kodak and saw their fine recreational facilities, including a very modern auditorium and audio visual class room. The film "YOU and the Union" was reviewed by film experts and was well received.

While visiting New York University he had the opportunity to see the new Loeb Center, which was built at the cost of $4\frac{1}{2}$ million dollars. In his opinion the planning of the building did not compare with C.M.U. Ideas on equipment were received which may be of use here.

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At Harvard he had an opportunity to participate in "Case Study Method" for which Harvard is well known. This in-service training program was inspiring.

Upon returning he visited the Cincinnati University Union which is located on a commuter campus. This building was built a few years prior to C.M.U. but shows more wear and tear because of lack of preventive maintenance. Several good ideas on programs and a new self-service cafeteria were received.

Mr. Starr reported that a letter to alumni board members had been sent as requested by the Public Relations Committee. This includes the biennium report and a copy of the "Needs of the University". A copy of the latter was circulated to Board members. Mr. Starr said he saw part of a rough copy of the Rose Bowl Game and suggested it as a possible noon program.

- 2) Karen Cravens announced that the Rose Bowl films are scheduled for January 25.
- 3) President Stanford stressed the importance of the board members attending the meeting at 2:30 on Friday, January 20 concerning personnel vacancies.
- 4) President Stanford announced that the meeting of the Reorganization Committee will be in Room 227 at 3:30 on Friday, January 20.
- 5) President Stanford announced that the Executive Committee will meet at 4:30 on Friday in Mr. Starr's office.
- 6) President Stanford announced that there will be a meeting next Wednesday at 6:30. Before the meeting there will be a dinner at 6:00 in the Game Room.

The meeting adjourned at 7:40 p.m.

Respectfully submitted

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

January 25, 1961

I. Standing Committee Reports

A. Executive

- 1) Big Ten
- 2) UBC
- 3) Absences
- 4) Board Seminar
- 5) Room Request
- 6) Announcements

B. Personnel

- 1) Chairmanship Approvals
- 2) General
- 3)

C. Program

- 1) Invitation to Committee Chairmen
- 2) Progress Report
- 3) CoSponsorships
- 4) Pete Seeger

D. House and Finance

- 1) Room Request
- 2) SPAN Exposition
- 3) WMMR
- 4) Meeting Time

E. Public Relations

- 1) Campaign - Union Betterment
- 2) Ad Agency
- A 3) Surveys
- 4) WMMR

II. Old Business

III. New Business

- A. Mr. Edwin L. Haislet, Executive Secretary of Minnesota Alumni Association

IV. Announcements

A. Remaining Winter Quarter Meetings:

- 1) February 1 - Village Union
- 2) February 8 -
- 3) February 15 -
- 4) March 1 -

V. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 25, 1961

Members Present:

Jim Cameron, Carole Clifford, Joyce Cremers, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, John Hake, Kay Jordan, Sidney Kaplan, Dr. David LaBerge, Ronald Moe, Dr. Zander, Charles Nightengale, Mr. Walfred Pedersen, Richard Stanford, Mr. Gordon Starr, Dr. E. L. Thomas

Members Absent:

Karen Cravens, Douglas Johnson, Mr. Douglas Wolfangle

Others Present:

Betsy Johnson - Charm Committee; Pat Zontelli - Daily Reporter; James Spensley - MSA President; Donna Brown

The meeting was called to order at 7 p.m. in Room 346 of Coffman Memorial Union.

The minutes from the January 18 meeting were corrected as follows:

- 1) Program Report - Kay Jordan clarified Item 2 as to the spelling of Seeger.
- 2) House and Finance - Ron Moe clarified Item 2 in House and Finance. (The room request was referred to the Executive Committee.)
- 3) Public Relations - John Hake clarified Item 2 in Public Relations. (After first sentence) A letter was being derived and would be sent to Kathy Dibble explaining exactly what would go on at the dedication ceremony and asking for approval.

The minutes stand approved as corrected.

President Stanford reminded Standing Committee Chairmen to hand in their agendas on Tuesdays of each week.

Executive Committee Report

- 1) Ellen Fitzgerald reported on the Ad Hoc Committee. She read the suggested dates for the Big Ten Conference. They were: April 7, 8, and 9; 13, 14, and 15; 21, 22, and 23; and May 12, 13, and 14. The weekend which is convenient for the majority of schools attending the conference will be the set date. The tentative schedule was read. The Big Ten Conference will include such events as: Meetings, Tours, Banquets, Speakers, and other events of interest. Ellen Fitzgerald read some of the suggested topics for discussion. Some

suggestions have already been received from other schools. She reminded the board members to put any suggestions that they might have in President Stanford's box. President Stanford pointed out that we will need every board member to participate in this conference. There is a lot of work to be done in order to make this Conference a success, and the UBOG and UBC are responsible for doing it. The Big Ten Conference Meetings are held at 3:30 p.m. on Monday, January 30, in Room 327. Anyone interested in planning an event should come.

- 2) Ellen Fitzgerald explained that the Union Board Council is meeting and giving a party at this time, and UBOG members should plan to stop in for awhile after this meeting to show their interest in the UBC. SLA and Freshmen Cabinet from MSA are attending the party.
- 3) Dick Stanford reported that Joyce Cremers and Marcia Duffy had excused absences from last week's meeting.
- 4) President Stanford reported that the Executive Committee Meeting on Monday took up several of the questions which were discussed at the special staff meeting last Friday at 2:30 p.m. Problems in recruiting personnel were discussed. Also the financial difficulties in the Union and the problem of what types of programs to present for the students were discussed. It was suggested that we have a special meeting of the Board to discuss these problems. It could be held either on Wednesday night after the Board meeting, or on Friday evening with some entertainment of some sort before the meeting. Mr. Starr and Ellen Fitzgerald have offered to have the Board members at their homes for a Friday meeting. Ron Moe suggested Friday as the meeting time since most students need time for study after the regular business meeting on Wednesday. President Stanford also felt that a Friday meeting would probably work out the best.
- 5) Ron Moe announced the room request approvals as approved by the Executive Committee. It was approved that the "Conference on World Tensions" be held in the Women's Lounge on the following dates: March 2, 16, and April 13 from 2:30 p.m. to 10:00 p.m.. March 3, 17, and April 14 from 2:30 p.m. to 5:30 p.m..
- 6) Richard Stanford announced that the Executive Committee will be meeting on Friday, January 27, at 3:30 p.m.. One item which they will be discussing is WMFR's expansion and renovation request.

It was announced that the new ACU bulletin is out now. It will be put in Board Member's boxes in a few days.

Personnel Report

1) Motion - K-1624

Charles Nightengale moved that the UBOG approve the appointment of Jean Lofstrand for Co-Rec Night Chairman.

Motion seconded and carried.

- 2) Charles Nightengale reminded the Board that there are about six Chairmanships open. He stated that at this time of the year it is hard to break someone new in as a chairman, so board members should try to get someone who has already worked with the committees to apply for the chairmanships.

Charles Nightengale announced that they are still having the Coke Hour on Wednesdays from 2 p.m. to 3 p.m.. Jim Cameron suggested that Charles try to find a better time to have the Coke Hour since most of the students have classes at that time.

Charles Nightengale announced that they are still giving Personnel Awards, so board members should turn in more nominations to him.

Program Report

- 1) Kay Jordan announced that Betsey Johnson, who is a guest here tonight, is one of the chairmen of the Social Skills Area.

Kay stated that it isn't necessary for the committee chairmen who visit board meetings to give a report. They can give a report if they want to, otherwise just come and sit in on the meeting.

- 2) Marolyn Downing gave the progress report for the Fine Arts Area. She reported that they are making their plans for the Creative Arts Festival. The second art show is being presented by Kitty Underwood and is a very interesting show. Board members should plan to see it.

Kay Jordan reported that the Program Committee is working on a trip to Mexico. They are trying to set up the basics for such a program for Spring Quarter. If you know of any other Universities or colleges that sponsor trips to Mexico, let Program Committee know so that they can get more information on it.

- 3) Program Committee approved a co-sponsorship between the Graduate Student Committee and Classics Club for a discussion of "Homer and the Popular Ballad," and folk singing for Friday, January 27, in Room 320 from 4 p.m. to 5:30 p.m.. Board members are urged to attend.

Program Committee approved a co-sponsorship between Noon Programs and Greek Week for a noon program on Monday, January 30 from 12:30 to 1:30 p.m. in the Union Main Ballroom.

- 4) Kay Jordan brought up the matter of co-sponsoring the Pete Seeger Concert on May 5, at 8 p.m. She asked for discussion on the matter. Kay Jordan read the provisions of the co-sponsorship. She told the board more about the Student Peace Union to clarify some of the ideas on it.

Motion K-1625

Kay Jordan moved that we co-sponsor with the Student Peace Union the Pete Seeger Concert on May 5, 1961.

There was more discussion on the motion. Sid Kaplan brought up the fact that Pete Seeger is only singing and not speaking, so there isn't any reason to delve into his past political affiliations. John Hake asked how we can be sure he will be here since he is not working through an agent. Kay Jordan stated that provisions can be put in the contract to account for that possibility. Mr. Starr's opinion was that we should not make an issue of it. We should either get into this program all the way or not at all. Kay stated that any rumors that the okay has already gone through to sponsor the Pete Seeger program before today, January 25, were wrong. Marcia Duffy brought up the idea of just renting the room to them and not co-sponsoring the concert. Mr. Starr pointed out that if the co-sponsorship is not okayed, we could rent them the room anyway. John Hake brought up the fact that we really don't seem to be gaining anything by co-sponsoring this concert. Kay Jordan pointed out that this is the type of program the students are interested in. Dick Stanford said that there hasn't been any real evidence presented to the board concerning his past political affiliations. Marcia Duffy asked about the chance of withdrawing the co-sponsorship if there is any political tinges in the concert. This can be put in the contract. Dr. Thomas asked if there has been a precedent to this situation. Kay Jordan stated that there had been a few occasions where we didn't share in the profits or losses, just publicize the event and provide the room. Mr. Federsen asked on what basis had Pete Seeger appeared on other campus's. Kay stated that they usually had similiar arrangements. Dr. Zander stated that this concert is a money raising project on the part of the Student Peace Union.

The motion was seconded and carried.

House and Finance

- 1) Ron Moe reported that there was a room request conflict between Square Dance and a request for the Minnesota Student Association Recognition Banquet for May 26. It was stated that the square dance could be moved to another location if they pay the expenses.

Motion K-1626

Ron Moe moved that the Minnesota Student Association Recognition Banquet replace the Square Dance on May 26 in the Cafeteria. They must pay the expenses of moving the Square Dance to another location.

The motion was seconded and carried.

- 2) SPAN requested the use of two bulletin boards and a table for the SPAN exposition taking place from February 27 to March 1 from 11:30 to 1:30 p.m. Daily. They want these down next to the book store on the ground floor. House and Finance has given permission for this.

- 3) Ron Moe explained something about WMMR's proposed expansion and renovation of facilities. This proposal will require a grant from the board to do this project. House and Finance Committee is studying the proposal and will prepare a full report for next meeting. The Board members are advised to read the proposal over carefully.
- 4) The House and Finance Committee will meet at 3:30 p.m. on Tuesday, January 31, in Mr. Starr's office.

The Expenditures and Income Committee will meet at 1:30 p.m. on Thursday, January 26, in Mr. Starr's office.

Public Relations

- 1) John Hake had spoken to Ben Kaufman concerning the program on Union betterment. He was told that it is a Daily project now and is independent of the Union.
- 2) John Hake reported that two students are interested in the Ad Agency Chairmanship opening. However, they have not yet applied for an interview.
- 3) John Hake stated that he expects the final report from Dr. Jones on the State of the Union Survey soon. They have had some trouble compiling it, but it should be out in a couple of weeks.
- 4) John Hake told a little about the justification for the expansion and renovation of WMMR. The approximate amount drawn up by the Chief Engineer was \$2,000.00. Dick Stanford said that since everyone has not had a chance to read the justification, we should wait until the next meeting to discuss the project.

Old Business

- 1) Mr. Starr passed around a program of the Rural Minnesota Art Show. He read an excerpt on college unions which was from a paper presented at the Harvard Seminar. President Stanford asked that this be printed in its entirety for the Board members.

A folder with various printed material from the Loeb Center, N.Y. University was circulated. He also circulated a handbook from the Cincinnati Union.

He suggested that the board look into the matter of listing the Union with the Greater University Fund so we might receive gifts through alumni. President Stanford referred it to the Executive Committee.

Mr. Starr raised the question as to how many board members saw the photograph of other Unions which was on display last week. With only about half of the board members having seen them, he commented on the need of seeing what others are doing.

He commended Miss Brown on her work with the minutes and requested that the board go slower in speaking if they wanted their remarks recorded.

- 2) Judy Gilquist thanked the House and Finance Committee for giving the Graduate Student Area a desk. Judy Gilquist asked what was being done about being able to show Foreign Movies at the Union. Richard Stanford stated that this matter should be discussed with Program and House and Finance.

Motion K-1627

Judy Gilquist moved that more copies be mimeographed of the board minutes to be given to committee chairmen each week.

The motion was seconded and carried.

Dr. Thomas asked if the minutes were to be given out before they were approved. Mr. Starr stated that they would be, and if there were corrections, they would be in the next week's minutes.

New Business

- 1) Mr. Edwin L. Haislet, Executive Secretary of the Minnesota Alumni Association gave a talk on the functions of his job. A few of his responsibilities are: to encourage and sponsor alumni work at the University and to keep track of the alumni, etc.

Mr. Haislet commented on how well the UBOG meeting was organized and thanked the board for inviting him.

- 2) Kay Jordan presented Mr. Starr with a "Starr Award" on behalf of the Jazz Workshop.

Announcements

- 1) President Stanford announced that the next meeting will be held at the Village Union at 6:30 p.m. on February 1. Board members should meet by the garage at 6:15 p.m. in order to get a ride over there. The Board will tour the building.
- 2) President Stanford announced that the Executive Committee meeting will be held at 3:30 p.m. on Friday.
- 3) President Stanford thanked our visitors, Mr. Haislet, and Betsey Johnson for attending the meeting.
- 4) President Stanford reminded the board members that they have a responsibility to the Union and to remember that they are representing the Union in many things they say.

The meeting adjourned at 8:55 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFTMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

February 1, 1961

I. Standing Committee Reports

A. Executive

- 1) UBC
- 2) Absences
- 3) Blazers
- 4) Announcements

B. Personnel

- 1)
- 2) No Report
- 3)
- 4)

C. Program

- 1) Meeting Time
- 2) Ski Train
- 3) Co-Sponsorships
- 4) Program Report
- 5)

D. House and Finance

- 1) Renovation
- 2) T.R.R.
- 3) WMMR
- 4) Announcements

E. Public Relations

- 1) Voice of the Gopher - Mr. Starr
- 2) Meeting Times
- 3) WMMR
- 4) General Announcements

II. Old Business

III. New Business

IV. Announcements

- 1)
- 2)
- 3)

V. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 4, 1961

Members Present

Jim Cameron, Joyce Cremers, Marcia Duffy, Ellen Fitzgerald, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Ronald Moe, Richard Stanford, Mr. Gordon Starr, Dr. E. L. Thomas, Mr. Douglas Wolfangle

Members Absent

Carole Clifford, Karen Cravens, Marolyn Downing, Judy Gilquist, Dr. David LaPerge, Dr. Zander, Charles Nishtengale, Mr. Walfred Pedersen

Others Present

Ron Barrett, Donna Brown, Alice Berkins - Daily Reporter, Gloria Davis - UBC, Mr. Steve Lambourne - Manager of Village Union, Mr. Leo Abbott - Village Union

The meeting was called to order at 7:05 p.m. at the Village Union.

The minutes were approved as read.

Executive Committee Report

- 1) Douglas Johnson reported that the meeting of the UBC was held on Tuesday, January 31. He explained some of the highlights of the meeting which included a talk by President Stanford.
- 2) Dick Stanford reported that Karen Cravens was not excused from the meeting on January 25.
- 3) President Stanford explained that the Executive Committee could not make a decision concerning blazers for the UBOG without first discussing the matter with the UBOG. These blazers would be a means of identifying the UBOG. They would be very useful to have at the president's reception and the Big Ten Conference. The estimated cost for a blazer and a crest would be \$20 to \$25 a piece. It was suggested that board members pay for a part of the cost. It was decided that crests be ordered immediately and that the Executive Committee should discuss further the matter of buying the blazers.

Motion K-1628

Kay Jordan moved that the UBOG authorize the Executive Committee to order crests for the student members of the UBOG.

Motion seconded and carried.

- 4) Dick Stanford introduced the guests.

Personnel Committee Report

No Report

Program Committee Report

- 1) Kay Jordan explained that it is necessary to change their meeting time from 5:00 p.m. on Wednesdays to 4:30 p.m. on Wednesdays.
- 2) Kay Jordan reported that the Ski Train will be held on Snow Cap Mountain in Iron Mountain, Michigan. The estimated expenses for the trip are \$2,412.27. The maximum number of people that can attend is 157. Kay gave a breakdown on the expenses. The cost for the Ski Train is \$16.00 per person. Some of the things this price includes are the bus transportation, motel accommodations, a spaghetti dinner, and a dance.
- 3) Program Committee has approved two co-sponsorships. One is between Brotherhood Week and Noon Programs for a noon program from 11:30 to 1:30 on February 14. There will be a full-length film called "Cry the Beloved Country". The other co-sponsorship is also between Brotherhood Week and Noon Programs in the Union Main Ballroom on February 15. There will be two documentary films shown on Africa called "The Black and White in South Africa", and "The African Village".

Kay mentioned that next week at the "BOG meeting the Outings Area Chairman should give a progress report.

- 4) Kay Jordan reported that Program Committee has been discussing summer programing. They are trying to set up an arrangement for student summer coordinators. She asked that anyone that has any ideas on summer programs come to the Program Committee Meeting or drop a note in her box.

House and Finance Report

- 1) Ron Moe requested that the board approve to take \$1660.00 from the Renovation Fund for the purpose of replacing the hall display case glass, and putting new mirrors and door latches in the Union rest rooms.

Motion K-1629

Ron Moe moved that the UBOG set aside \$1660.00 from the Renovation Fund for the purpose of replacing the hall display case glass and putting new mirrors and door latches in the Union rest rooms.

There was some discussion on the motion. John Hake asked exactly what was wrong with the display case glass. Ron Moe stated that the glass was improperly braced at the time of installation and that the other two items were maintenance.

The motion was seconded and carried.

- 2) There was some discussion on a motion to allocate \$366.00 for two magazine racks for the Terrace Reading Room.

Motion K-1630

Ron Moe moved that the UBOG allocate \$366.00 from the Renovation Fund for the purchase of two magazine racks for part of the renovation of the Terrace Reading Room.

There was more discussion on the motion. To many of the UBOG members this seemed like a high price to pay for two magazine racks. Ron Moe stated that there were three racks recommended by the Library. This type of rack was chosen from the three by the House and Finance Committee.

The motion was seconded and carried.

- 3) Ron Moe read the following House and Finance Recommendation concerning WMMR:

It is recognized that WMMR is a service to the campus not only through the dorms but in publicizing things on the campus. So WMMR has an obligation to fulfill its responsibility to program for the student body.

It should be recognized that UBOG has assisted WMMR through its 5 years of operation.

With this in mind, the following recommendations are made:

- 1) That WMMR recognize that the best progress can be made when WMMR follows the set patterns of procedure in working with the area director and the program consultant.
- 2) That WMMR pay particular attention to fulfilling and handling of contracts with clients.
- 3) That WMMR take firm steps to adhere to the University's policy regarding eligibility.
- 4) That WMMR improve through its own committee the attitude towards others outside its own membership. Also that it maintain a good public information program about its activities.
- 5) That deficit spending not be a normal operating procedure for the station, and further that a reserve fund be set aside for any future improvements and operations.

Also,

House and Finance approved, in general, the WMMR proposal, with the recommendation that wiring be improved and the remodeling plan be sent to physical plant for an estimate and recommendations.

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Motion K-1631

Ron Moe moved that, for the House and Finance Committee, this report be approved.

The motion was seconded.

There was discussion on the motion. Ron Moe stated that this is still subject to go to the Public Relations Committee.

Motion K-1632

Ron Moe moved that we amend this proposal to read that the present request from WMMR for remodeling and renovation be considered an exception to the policy statement.

The motion was seconded.

Douglas Johnson encouraged the defeat of the amendment in hopes that we could strike the part concerning deficit spending. The motion was called.

Ron Moe clarified the purpose of the report. He stated that the House and Finance Committee is presenting this statement criticizing some of the actions of WMMR.

Motion K-1633

It was moved to vote on the amendment.

The motion was seconded and passed.

The amendment was passed.

Motion K-1634

Mr. Wolfangle moved that the words "normal operating" be stricken from the amendment.

The motion was seconded.

Motion K-1635

Ellen Fitzgerald moved that this matter be tabled until the Public Relations Committee reports on WMMR's requests.

The motion was seconded and carried.

- 4) Ron Moe brought up the matter of card playing in other rooms besides the Game Room where it is allowed. Mr. Starr stated that it was partly the fault of the staff and himself because the Billiard Room should be open for card playing in the evening when the Game Room is closed, but tables have not been set up for evening playing. Mr. Wolfangle asked how well the House Rules are known by the average student that uses the Union and what attempt is made to educate the students with these rules. It was stated that a brochure is being prepared which is a popularized version of the house rules. The fact that House Rules should be impressed upon the incoming Freshmen during Orientation was brought up. President Stanford stated that the UBOG should be courteous and informative when enforcing the house rules.

Ron Moe had a request for the use of the Game Room February 2 for the Bridge Tournament at 3:30 p.m. instead of 5:00 p.m.

Motion K&1636

Ron Moe moved that we make an exception to the House Rules and allow the Games Area to be used at 3:30 p.m. on February 2 for the Bridge Tournament.

Motion seconded and carried.

Public Relations Committee

- 1) John Hake reported that the January edition of the Alumni News has an article about 20 Years of Service of Coffman Memorial Union.

John Hake stated that on February 2, the Student Center Board on the St. Paul Campus is having pictures taken for the Gopher. We still have problems concerning the UBOG pictures for the Gopher. It was recommended that the Public Relations Committee consider this right away because of the time factor and the need of getting our program with the Gopher completed. President Stanford stated that the Executive Committee has given Ron Moe the responsibility of making sure that board members whose pictures have been taken for other organizations will have the proper transference made.

- 2) The meeting time of the Public Relations Committee is changed from 5:30 p.m. on Wednesdays to 2:30 p.m. on Tuesdays in the back board office.
- 3) John Hake reported that Bill Van Dusen turned in the technical bids for WMMR a day late so they are still considering this matter. The technical requests were in the amount of \$1916.10. This approximation is about \$200 above the first estimate.

- 4) John Hake announced that the State of the Union Page will be coming out on February 3.

Old Business

- 1) The Reorganization Committee meeting will be held at 3:30 p.m. on Friday, February 3.
- 2) President Stanford stated that a tentative schedule has been set up for the Big Ten Conference. We are now waiting for replies from the member schools. The Big Ten Committee will meet at 3:30 p.m. on Monday, February 6, to continue planning the conference. The committee is thinking of using case studies which involve a number of problems instead of just discussing different topics.

New Business

Steve Lambourne gave a talk on the Village Union. The purpose of the Village Union is to provide a place for the married students at the University. The Union tries to have functions which stay in line with functions at Coffman Union. Some of the programs they have are dances, a Spring Carnival for the Children, and in the summer, outdoor games such as volley ball and soft ball. Mr. Starr added that this building was put here 13 years ago. It was used as a barracks during the war. Coffman Union appropriates about \$10,000.00 for the up-keep and maintenance of the Village Union each year. The Village Union is the only one of its kind in the country.

President Stanford commented that it was a good experience and very interesting for the UBOG to see this Union.

Announcements

- 1) President Stanford announced that at the Presidential Inauguration on February 23, the board has the opportunity to serve as Hosts and Hostesses during the all-day ceremonies. President Stanford asked if the board would like to participate as a group in the program. It was the general opinion that they would participate.
- 2) The next meeting of the UBOG will be held in the regular meeting room at 6:30 p.m. on February 8.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS
Agenda

February 8, 1961

I. Standing Committee Reports

A. Executive

- 1) Absences
- 2) UBC
- 3) Board Assignments
- 4) WMMR
- 5) President's Inauguration

B. Program

- 1) Co-sponsorships
- 2) Music Reorganization
- 3) Outings Progress Report
- 4) Stag Committee
- 5) Summer Programing
- 6) Chaperone Policy
- 7) Chamber Music
- 8) Pete Seeger
- 9) Graduate Students Committee

C. Public Relations

- 1) Ad Agency
- 2) Public Relations Bureau

D. Personnel

- 1) Chairmanship Approvals

E. House and Finance

- 1) WMMR
- 2) Muzak

II. Old Business

III. New Business

IV. Announcements

V. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 8, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Dr. David LaBerge, Ronald Moe, Charles Nightengale, Richard Stanford, Mr. Gordon L. Starr, Dr. E. L. Thomas, Dr. Zander

Members Absent:

Joyce Cremers, Mr. Walfred Pedersen, Mr. Douglas Wolfangle

Others Present:

Ron Barrett, Pat Zontelli - Daily Reporter, Donna Brown, Richard Lyman - President of the St. Paul Student Center Board, Paul Larson, Director of the St. Paul Student Center, Sue Harley - UBC, Barry Halper - Program Director of WMMR, Erik Erickson - Advisor to WMMR, Wayne Johnson - Advisor to WMMR, Dave Weiss - Chairman of the Graduate Students Committee, Richard Erickson * Daily

The meeting was called to order at 6:45 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the February 1, 1961 meeting were approved as read.

Executive Committee Report

- 1) President Stanford reported that the Executive Committee did not excuse Carole Clifford, Dr. Zander, and Charles Nightengale from the meeting of February 1.
- 2) Douglas Johnson introduced Sue Harley from UBC. He told a little about what had occurred at the last UBC meeting. They had viewed a movie called "Operation Abolition" before the regular business meeting. Jim Spensley, MSA President, will be attending the next UBC meeting.
- 3) President Stanford stated that the Executive Committee has made two board reassignments. Jim Cameron will be in charge of Public Relations, and John Hake of Outings.
- 4) Dick Stanford reported that the WMMR Engineer's Log and proposals were discussed by the Executive Committee. That committee will wait for the Public Relations Committee report.

- 5) Dick Stanford explained to the board members that were absent last week that the board had decided to participate in the Presidential Inauguration taking place on February 23. Members of the board were asked to sign up to participate in this event.

Program Committee Report

- 1) Kay Jordan reported that the Program Committee has approved a co-sponsorship between Noon Programs and Alpha Phi Sorority for a noon program on February 21 from 11:30 a.m. until 1:30 p.m. in the Union Main Ballroom. This program will be in behalf of the Heart Fund and there will be a skit and other entertainment.
- 2) Kay Jordan reported that the Program Committee has approved a plan for reorganization of the music area.
- 3) Jim Cameron gave a brief report on the Outings Area, including what the different committees were doing and planning.
- 4) The Program Committee has approved the establishment of a Stag Committee. Kay Jordan told some of the ideas concerning this committee. The Stag Committee will plan on having events such as fishing trips, etc. This committee will be put under Games Area until the Program Committee reviews it.
- 5) It was brought to the attention of the Program Committee by the staff that summer programing has usually been taken care of by the staff. Since the staff has their own jobs to take care of, it was impossible to have many programs put on. Program Committee is trying to get a board set up for each of the sessions to run the summer programing.
- 6) Kay Jordan explained the purpose behind the Chaperone Policy. For all events in which we invite faculty for chaperones, we usually pay expenses for them. Mr. Starr commented that this was usually the policy, but this should be put down in writing.

Motion K-1637

Kay Jordan moved that the UBOG cover all basic costs for chaperones on all Union events.

Motion seconded and carried.

- 7) Ron Barrett explained that the Program Committee has decided to allocate funds for the remaining three chamber music concerts. Originally the Program Committee was to pay for the first three concerts and the Musician's Union was going to pay for the last three concerts. Due to the fact that we are charging for the concerts, we are going to pay for the last three also.

- 8) Kay Jordan announced that Pete Seeger will be appearing here on May 5, 1961
- 9) Kay Jordan introduced Dave Weiss, the Chairman of the Graduate Students Committee. He reported on his committee. They have three main committees: (1) The Information Center - This Information Center is an attempt to get new graduate students into the University and make them feel at home. It provides a place for them to come the first days of classes and meet some other graduate students and get information about the campus that they may want. They work with the Graduate School Office. (2) The Social Sub-Committee plans parties and other social activities. (3) The Movie Sub-Committee plans discussion groups in an informal setting.

President Stanford thanked Dave Weiss for attending the meeting.

Public Relations Report

- 1) John Hake stated that there will be a weekly calendar of events for WMMR in the Ivory Tower every Monday. They are trying to work up a quarterly calendar also.
- 2) John Hake stated that since the Public Relations Committee is changing chairmen, the committee is still considering the WMMR bid.

Motion K-1638

Ellen Fitzgerald moved that the UBOG direct the Public Relations Committee to make its recommendations concerning the WMMR proposal for expansion and renovation at the next UBOG meeting.

The motion was seconded and carried.

This will automatically postpone Motion K-1635 until the next meeting.

Jim Cameron asked that the members of the Public Relations Committee meet after this UBOG meeting to decide on a meeting time.

Personnel Committee Report

- 1) Chairmanship Approvals:

Motion K-1639

Charles Nightengale moved that the Board approve Dennis Farrington as Ad Agency Chairman.

The motion was seconded and carried.

Motion K-1640

Charles Nightengale moved that the Board approve Karen Poulson as Focus Chairman.

The motion was seconded and carried.

Motion K-1641

Charles Nightengale moved that the board approve Rebecca Jones as Coffman Musicale Chairman.

The motion was seconded.

Marcia Duffy brought up the fact that since the Music Area is reorganizing, there are two chairmanships open and the applicant, Rebecca Jones, should be informed of this fact and have her choice of chairmanships.

The second and Motion K-1641 were withdrawn.

House and Finance Committee Report

- 1) Since a question has been brought to the House and Finance Committee concerning Muzak, Ron Moe told the board a little about how Muzak functions and its purpose. At the meeting at St. Thomas, ideas were presented concerning how we could charge the music in this building. Joe Gainsley, from Muzak, had attended the House and Finance Committee meeting and had given a talk on Muzak, and why that type of music is played. This type of music is played only for background to set a mood, not to listen to. The cost is \$30 a month to have Muzak in the building, and the program is continuously different. It was suggested that House and Finance check further into the matter of continuing or rejecting Muzak, and bring a report and a proposal back next week.

Old Business

None

New Business

- 1) Richard Lyman, President of the St. Paul Student Center Board, thanked the board for giving him the opportunity to visit the meeting. He invited the board members to attend the St. Paul UBOG meeting on some Thursday noon.

President Stanford brought up the fact that Richard Lyman was awarded the Freeman Leadership Award after just two years at this University.

- 2) Paul Larson, Director of the St. Paul Student Center, thanked the board for inviting him to their meeting.

Announcements

- 1) Ron Barrett reminded the board of the Shelly Manne Concert being held this Friday in the Union Main Ballroom. He also reminded the board of the Ski Train coming up soon. There aren't too many tickets left, so any board members planning to attend should purchase their tickets soon.

- 2) Mr. Starr stated that Dean McDiarmid will be our guest at the next meeting, and Dean Lockart from Law and Dean Spilhaus of IT will be with us in April.
- 3) President Stanford brought the attention of the board to several items that are in the board folders including a copy of Robert's Rules of Order, the Alumni News, and the College Union Definition.
- 4) The next meeting will be a dinner meeting to be held in Room 355 at 5:45 p.m. on Wednesday, February 15.

The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COPPERMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

February 15, 1961

I. Standing Committee Reports

A. Executive

- 1) Absences
- 2) UBC
- 3) President's Report on University Movie Policy
- 4) Schedule for Year
- 5) President's Inaugural
- 6) Announcements

B. Personnel

- 1) Chairmanship Approvals
- 2) Announcements

C. House and Finance

- 1) WMMR Recommendation
- 2) Room Requests
- 3) Magazine Racks
- 4) Muzak
- 5) Student Office Curtains
- 6) Cigarette Displays
- 7) Student Office Furniture

D. Program

- 1) Ski Train
- 2) Shelly Manne
- 3) Creative Arts Festival
- 4) Stag Committee
- 5) Area Reports

E. Public Relations

- 1) WMMR Technical Plans and Recommendation
- 2) WMMR Policy Memo
- 3) Ad Agency
- 4) Public Relations Bureau Activities
- 5) Announcements

II. Old Business

- A. Reorganization Ad Hoc Committee
- B. Big Ten Conference Ad Hoc Committee

III. New Business

- A. Dean E. W. Mediarmaid, Dean of the College of Science, Literature, and the Arts

IV. Announcements - Next meeting March 1 at 6:30 p.m. in Room 346.

V. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 15, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, Douglas Johnson, Kay Jordan, Sidney Kaplan, Dr. David LaBerge, Ronald Moe, Charles Nightengale, Mr. Walfred Pedersen, Richard Stanford, Mr. Gordon Starr, Mr. Douglas Wolfangle

Members Absent:

John Hake, Dr. E. L. Thomas, Dr. Zander

Others Present:

Dean E. W. Mcdiarmid, Dean of the College of Science, Literature, and the Arts; Rolf Nelson, Daily Reporter; Pat Zontelli, Daily Reporter; Kathy Dibble, Chairman of Creative Arts Festival; Wayne Johnson, Advisor to WMR; Barry Halper, Program Director of WMR; Larry Leventhal, Noon Program Chairman; Kathy Wagnild, Variety Dance Chairman; Ron Barrett; Donna Brown

The meeting was called to order at 7:00 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the February 8 meeting were approved as read.

President Stanford introduced those present at the board meeting.

Executive Committee Report

- 1) President Stanford reported that Joyce Cremers was absent from the meeting of February 8, 1961.
- 2) Douglas Johnson gave a report on the Union Board Council. Jim Spensley, President of MSA spoke to the group concerning student government on this campus. Next week a member of the "Crusade for Christ" group will attend the UBC meeting to begin a series of informative presentations by religious organizations. The series will deal with the relationship between religious life and University life.
- 3) President Stanford reported on the University Movie Policy. He explained the actions taken regarding the University Administration policy on the showing of feature length films on campus. He explained that most of the movies that we would show could be termed entertaining movies. The University should provide on this campus what off-campus groups can not provide as adequately. If the Union shows feature length films for a nominal amount, the students are less likely to attend a movie at a regular movie theatre because of the expense. There are exceptions to the Movie Policy set down by the University. These are: movies may be shown for special occasions such as "Brotherhood Week", and, if the movie is used as part of the curriculum it may be shown.

There was some more discussion concerning movies being shown at the Union. Some of the board members were still in favor of providing movies for the students.

- 4) President Stanford went over with the board the schedule for the remainder of the year. He stressed that every board member must retain his responsibilities until his or her events have all taken place. President Stanford reminded the board that there will be a special meeting on February 24 concerning current problems regarding personnel, program, and finance. It will be held at Mr. Starr's home and will be informal.
- 5) Dick Stanford reminded the board that the President's Inauguration is on February 23, and board members will be hosts and hostesses for the long list of activities slated for the day. Ellen Fitzgerald stated that there will be a meeting of those who are going to participate at the Museum of Natural History Auditorium at 4:30 p.m. this Friday, February 17, 1961.
- 6) President Stanford announced that the tentative reorganization plans will probably be brought up at the informal meeting at Mr. Starr's home for members of the board to consider.

Personnel Committee Report

- 1) Charles Nightengale read a list of Chairmanship Approvals.

Motion K-1641

Charles Nightengale moved that the board approve Rebecca Jones as the Chairman of Coffman Musicale.

The motion was seconded and carried.

Motion K-1642

Charles Nightengale moved that the board approve Ron Petrie as Stag Committee Chairman.

The motion was seconded and carried.

- 2) Charles Nightengale announced that the Personnel Coke Hour is on Tuesdays from 3:30 to 4:30 p.m.

Personnel Committee is starting to plan the merit reception. If anyone has any suggestions for entertainment for the reception, let Chuck know.

Public Relations Report

- 1) Jim Cameron explained the WMMR financial situation to the members of the board.

Jim Cameron read the following Public Relations recommendation:

The Public Relations Committee recommends that the WMMR proposal on purchase of technical equipment be accepted in its entirety, and that the complete retail price lists be sent out for bids, and that the lowest bid be accepted.

Motion K-1643

Jim Cameron moved, for the Public Relations Committee, that this recommendation be approved.

The motion was seconded.

Jim Cameron was asked why we should take the bid in its entirety rather than in one or two stages. Jim explained that it is more efficient and saves money to keep the bid in its entirety.

Motion K-1644

It was moved to vote on the motion to approve the Public Relations Committee's recommendation that we accept the WMMR proposed plans in their entirety.

The motion was seconded and carried.

Motion K-1643 was voted on and carried.

President Stanford directed the Public Relations Committee to work with WMMR concerning these plans.

- 2) The WMMR policy memo will be taken up by the House and Finance Committee.
- 3) Jim Cameron passed around a memo containing the Ad Agency policies, services, and operations. This will be given to UBOG members, Committee Chairmen, and Program Consultants.
- 4) Jim Cameron told something about the Public Relations Bureau activities. One of the items that they are working on is a calendar. They are planning to put one out containing the activities for a quarter. They are now getting prices and other information to try to publish it for next quarter. They are also working on getting the suggestion boxes out again.
- 5) Jim Cameron announced that the State of the Union Page is coming out this coming Friday, February 17, 1961.

Program Committee Report

- 1) Kay Jordan reported that the Ski Train tickets are all sold out, a week ahead of the trip.
- 2) Kay Jordan stated that Program Committee had planned on 1,000 people attending the Shelly Manne Concert and 1,100 people attended.
- 3) Kay introduced Kathy Dibble, Chairman of the Creative Arts Festival. Kathy Dibble explained that Creative Arts Festival has just gotten under way. This involves interviews, publicity, etc. They would like to put on a major lecture series, but it seems that there are many other organizations which are also putting on major lecture series. They hope to have a lecture series some time in the future. Kathy explained what the five areas of Creative Arts are doing.

- 4) Sid Kaplan gave a report on the new Stag Committee. There seems to be a lot of enthusiasm about this committee. Instead of having openings announced for this committee chairman and members, the committee and chairman were picked so that the Stag Committee could get off to a fast start. They have designed a letterhead for their publicity and advertisements in the Daily. They are also advertising on WMMR during the week to get the students acquainted with this new committee. Sid listed the programs planned for this quarter. They have discussed fishing trips, demonstrations on boating equipment, and a water skiing show among other things.

Sid Kaplan gave a report on the Games Area. He mentioned the Bowling Team scores and how the team stands compared to other teams. He explained that the Big Ten Bowling meet will be held here. Sid stated that the Greek Week Bridge Tournament went over quite well.

- 5) Kay Jordan introduced Larry Leventhal, Chairman of Noon Programs. He explained what some of the noon programs that they have are concerning. He stated that they get an average of better than 1,000 people for noon programs. He also stated that about half of the programs that the students attend are noon programs. There are a lot of students in the building around noon, so that helps account for the high attendance.
- 6) Marolyn Downing reminded the Board that the Bob Newhart Concert will be held on March 7, 1961. The advance ticket sales for this program starts on Monday, February 20.
- 7) Kathy Wagnild gave a report on the Variety Dance Committee. The Variety Dance Committee and Talent Associates are co-sponsoring a dance on February 25, 1961. The theme is an Old West, Las Vegas Gambling Casino. They will have different gambling games which can be played with play money.

Kay Jordan reminded committee chairmen to hand in their budget reports at the end of the quarter.

Kay Jordan reported that the Program Committee is working on a trip to Mexico. If you have any suggestions, give them to someone on the Program Committee. They will be drawing up an outline soon for this proposed trip.

Kay Jordan reported that an anonymous donor gave \$200.00 to finance the next concert on the Chamber Music Series.

House and Finance Committee Report

- 1) Two weeks ago Motion K-1635 tabled the House and Finance Recommendation concerning WMMR policy, and it also tabled Motion K-1634 which was an amendment to the Recommendation concerning point 5 in the recommendation.

The amendment to the entire motion is now under discussion. This amendment was that the words "normal operating" be stricken from point 5 in the recommendation.

Motion K-1646 - Substitute Motion for number K-1634

It was moved that point number 5 of the recommendation stating: "That deficit spending not be 'normal operating' procedure for the station, and further that a reserve fund be set aside for any future improvements and operations," be stricken from the WMMR recommendation.

The motion was seconded.

There was discussion on which motion to amend we would prefer to discuss, the original Motion K-1634 or the substitute motion K-1645.

There was discussion concerning the whole fifth clause of the recommendation. Jim Cameron stated that the idea of having a fund set up to carry WMMR through the summer should be more thoroughly looked into. Mr. Starr stated that the Public Relations Committee should come back with a proposal concerning the budget for WMMR.

They voted on which 'motion to amend' should be considered. The first motion was an amendment to statement 5 which would strike the words "normal operating" from the recommendation. The substitute motion would strike statement 5 altogether in hopes of a future statement worded more positively.

They voted in favor of considering the substitute 'motion to amend'.

They discussed the substitute 'motion to amend'.

Motion K-1646 - Substitute motion to delete statement 5 was passed.

The entire Motion K-1631 was put before the board. The recommendation would now include the introduction, statements one through four, and the conclusion.

There was an editorial change in the wording of the introduction. "The UBOG has assisted WMMR through its 13(instead of 15) years of operation".

The recommendation under discussion now reads:

House and Finance Recommendation

It is recognized that WMMR is a service to the campus not only through the dorms but in publicizing things on the campus. So WMMR has an obligation to fulfill its responsibility to program for the student body.

It should be recognized that UBOG has assisted WMMR through its 13 years of operation.

With this in mind, the following recommendations are made:

1) That WMMR recognize that the best progress can be made when WMMR follows the set patterns of procedure in working with the area director and the program consultant

2) That WMMR pay particular attention to fulfilling and handling of contracts with clients.

3) That WMMR take firm steps to adhere to the University's policy regarding eligibility.

4) That WMMR improve through its own committee its attitude towards others outside its own membership. Also that it maintain a good public information program about its activities.

Also,

House and Finance approves, in general, the WMMR proposal, with the recommendation that wiring be improved and the remodeling plan be sent to physical plant for an estimate and recommendations.

Motion K-1631 was voted on and passed.

The House and Finance Committee was directed to send copies of the WMMR recommendation to all parties concerned.

Motion K-1647

Jim Cameron moved that the financial policy of WMMR be reviewed by Public Relations and House and Finance and a decision be brought to the board by March 1. The House and Finance Committee is to report for the two committees.

Motion seconded and passed.

2) Ron Moe reported on room requests that were exceptions to house rules.

Motion K-1648

Ron Moe moved that the board accept the request of the Graduate Student Committee to use the International Student's Lounge and have card tables set up on the evening of February 26, from 8 p.m. to 12 midnight.

The motion was seconded and passed.

3) Ron Moe explained that the two magazine racks that has been accepted by the board at an earlier date had been described wrong to the boards. These magazine racks do not have adjustable racks, so Ron Moe suggested that we buy one rack with adjustable racks which will hold more magazines, but be more expensive.

Motion K-1650

Ron Moe moved that the board allocate an additional \$224.00 for the purchase of a single magazine rack instead of the two magazine racks which has been previously approved.

Many of the board members felt that an additional \$224.00 was too much money to pay, and end up with only one magazine rack.

The motion was defeated.

Ron Moe stated that Dick Getchell and himself are drawing up a schedule of the renovations and their estimated cost for the Terrace Reading Room.

- 4) The board had instructed the House and Finance Committee to make a recommendation regarding Muzak. St. Thomas College has FM radio and everyone seems to like it very well. Dick Getchell is going to look into the possibility to buy an FM receiver for the Union. The House and Finance Committee recommends that Muzak be continued.
- 5) Ron Moe stated that MSA would like to put curtains in their office. A policy concerning curtains was suggested.

Motion K-1651

Ron Moe moved that the board approve the following policy in regard to student office curtains:

Student organizations which use space in the Student Union will be permitted to place draperies in their offices only under the following conditions:

1. Placement shall be approved by the House and Finance Committee of the Union Board of Governors.
2. Plans shall be made through the University Physical Plant.
3. The organization shall pay for the purchase and proper installation of their draperies.
4. The draperies shall, upon installation, become the property of the Department of Student Unions, and be maintained by them.

The motion was seconded and passed.

- 6) Ron Moe pointed out that the cigarette displays on the ground floor put on by cigarette companies will have to be reviewed by the House and Finance Committee instead of going through Dick Getchell's office.
- 7) Ron Moe stated that there is a problem regarding furniture in student offices. House and Finance will look into the cost and types of chairs available to replace old ones. More and better chairs are also needed in the conference rooms.

Old Business

- 1) The Reorganization Committee meets on Friday Afternoons. At the last meeting of the committee, three proposals for the reorganization of the board had been presented by the staff members. These will be combined and compiled at the next meeting on February 24 at the informal meeting at Mr. Starr's home.

- 2) The Big Ten Conference will be held April 21 and 22, 1961. Schools presently attending are Michigan State, Indiana, and Illinois. Purdue and Ohio will not be able to attend the conference. President Stanford read the names of the people who are in charge of the five special areas set up for the Big Ten Conference. These areas and chairmen are: Accomodations - Ron Moe, Programs - Kay Jordan, Meals - Sid Kaplan, Finance - Douglas Johnson, and Hosts and Hostesses - Ellen Fitzgerald. The opening series of programs will include the Union movie, and showing the two leadership kits. President Stanford read the schedule of events for the conference. Monday, February 20 at 3:30 p.m. the Big Ten Conference Committee will meet.
- 3) President Stanford stated that the Executive Committee had voted that the blazers would not be useable by the board thinking in terms of the turn-over of the board members.

Motion K-1652

Ellen Fitzgerald moved that we recind the motion to buy crests for blazers.

The motion was seconded and passed.

New Business

Dean E. W. Mcdiarmid, Dean of the College of Science, Literature, and the Arts, gave a short talk. He made some humorous remarks concerning note passing during the meetings. He stated that the UBOG should hold intellectual developement as one of their highest goals. He thanked the board for inviting him to attend the meeting and commented on the dinner.

Announcements

- 1) President Stanford announced that the next meeting of the UBOG will be held on March 1 at 6:30 p.m. in this room.
- 2) Marolyn Downing announced that there will be a Poster-Making Clinic on Wednesday, March 1 at 3:30 p.m.
- 3) Public Relations committee will be meeting at 2:30 p.m. on Tuesday, February 21, 1961.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

March 1, 1961

I. Standing Committee Reports

A. Executive

- 1) UBC
- 2) Absences
- 3) Special Meeting
- 4) Announcements

B. House & Finance

- 1) Varsity Show Moved
- 2) House Rules Change
- 3) Room Request
- 4) Financial Report
- 5) WMR Budget Committee
- 6) Renovation - Chairs
- 7) Foreign Student Lounge
- 8) Staff Commendation

C. Public Relations

- 1) *Calendar*
- 2) *Diary cases*
- 3) *WMR manages*
- 4) *House organ*
- 5) *Commencement*
- 6) *Announcements*

D. Program

- 1) *of sponsorships requests*
- 2) *of Budget requests*
- 3) *to 3 1/2 - 5 Passlist for Bob New Hart Comm*
- 4)
- 5)

E. Personnel

- 1) Chairmanship Approvals
- 2) Announcements

II. Old Business

- A. Big Ten
- B. Reorganization
- C. Campus Carnival

III. New Business

- A. Dean Paul V. Grambsch, Dean of the School of Business Administration

IV. Announcements - Next meeting March 29 at 6:30 p.m. in Room 346.

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of March 1, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Joyce Cremers, Marcia Duffy, Judy Gilquist, John Hake, Douglas Johnson, Ronald Moe, Charles Nightengale, Mr. Walfred Pedersen, Richard Stanford, Mr. Gordon L. Starr, Dr. E. L. Thomas, Dr. Donald R. Zander

Members Absent:

Marolyn Downing, Ellen Fitzgerald, Kay Jordan, Sidney Kaplan, Dr. David LaBerge, Mr. Douglas Wolfangle

Others Present:

Ron Barrett, Dean Paul V. Grambsch, Dean of the School of Business Administration, Catherine Nievengarten - Daily, Glenn Smith - Public Relations Bureau Chairman, Alberta Johnson - Fine Arts Gallery Chairman, Janet Wolff - Art Craft Studio Chairman, Karen Poulson - Focus Chairman, Donna Brown

The meeting was called to order at 6:40 p.m. in Room 346 of Coffman Memorial Union.

There was one correction to the minutes of the February 15 meeting: Joyce Cremers should have been listed as present.

President Stanford introduced the guests present at the board meeting.

Executive Committee Report

- 1) Douglas Johnson reported on the Union Board Council. At the February 28 meeting of the Union Board Council, new officers for Spring Quarter were elected. Kathy Dibble was the guest and reported on committee work and committee structure among other things. Kathy Dibble is chairman of the "Committee of the Quarter".
- 2) President Stanford reported that the three absences from the February 15 meeting were all excused.
- 3) President Stanford gave a short report on the special meeting held at Mr. Starr's home on February 24. They had gotten together to try to solve some of the problems related to finances, personnel, and reorganization, but they realized that the problems they were trying to take on were too complicated to solve at that meeting. President Stanford stated that the solution of these problems is our responsibility and the board should resolve to try their best to solve them.
- 4) Carole Clifford had attended a meeting on Monday in Dick Stanford's behalf. At the meeting there were representative from the various organizations on campus such as religious foundations, dormitories, etc.

The meeting was in regard to Parent's Day. The purpose of the meeting was for the organization representatives to discuss events for a successful program for Parent's Day. A tentative schedule was set up. This program should give the parents more of an idea of what goes on here at the University concerning classes and other things. They discussed putting on an open house in the afternoon.

House and Finance Committee Report

- 1) Ron Moe reported that the House and Finance Committee has moved the Varsity Show Committee to Room B-4. This was in accordance with the temporary agreement made with them earlier this year to use space in the Ad Agency until their business became too much for that space to handle without interfering with the functions of the Ad Agency. B-4 has been the space for the Graduate Student Committee and a general committee meeting room, but, inasmuch as we would like to accommodate the Varsity Show, we have moved the Graduate Student Committee out until the Varsity Show can vacate the space. The Graduate Student Committee has been consulted on this move.
- 2) Ron Moe brought up a House Rules change.

Motion K-1653

Ron Moe moved that the House Rules be changed to allow the Men's and Women's Lounges to be available for reservations at 2:30 in stead of 3:00 p.m. in the afternoons during the regular school week.

The motion was seconded.

Ron Moe explained that the same people are affected at 2:30 as 3:00 because it is during the same class hour, and we are constantly making exceptions to this rule anyway.

The motion was passed.

- 3) Ron Moe brought up a Room reservation request.

Motion K-1654

Ron Moe moved that the Board make an exception to the House Rules to allow the Business Day Committee of the Business Board to use the Men's Lounge all day on April 14 for a special Business Day Program.

The motion was seconded and passed.

- 4) Ron Moe presented the Financial Report for the first six months of the fiscal year ending December 31, 1960 to the board. This is a report of the actual income and expenditures for this period.
- 5) Ron Moe reported that the WMR Budget Committee has been unable to resolve the various issues and come to an understanding yet. They will meet during quarter break and report at the next board meeting. Ron Moe asked for suggestions from board members. President Stanford said that the intent of the committee was to report at this meeting but since it could not be solved as yet, he felt that they are making progress and it could be held until the next meeting.

- 6) Ron Moe explained that the House and Finance Committee has been studying the number of chairs that are needed for the conference rooms. They have looked at different types of chairs available and decided on the one that would be most suitable. This is a Fiberglass, Bucket-type chair which can be stacked.

Motion K-1655

Ron Moe moved that the Board allocate \$3,600 for 200 chairs from the renovation fund to refurbish conference rooms.

The motion was seconded.

There was some discussion concerning why that type of chair had been chosen. Ron Moe stated that many different types of chairs had been demonstrated at the St. Paul Student Center and this was the best chair. The old chairs may be kept for emergencies.

The motion was passed.

7)

Motion K-1656

Ron Moe moved that the board allocate \$30,000 from the renovation fund for the renovation of the Cross Lounge to make an International Student's Lounge area.

The motion was seconded.

Ron Moe showed the preliminary plans to the board. Details of the plans will be decided by a special committee of the Alumni Association including Ron Moe, Dick Getchell, and a representative of the Foreign Student Council. There are no restrictions as to who will use this lounge. The displays will lend an international flavor to the lounge.

The motion was passed.

There is no set deadline for this project.

8)

Motion K-1657

Ron Moe moved that the Union Board of Governors direct Mr. Starr to send a letter of commendation to all Union and Food Service staff on the excellent job they did for the Inauguration activities in the Union last week.

The motion was seconded and passed.

Public Relations Committee Report

- 1) Jim Cameron passed around a calendar for board members to fill out with their events they are putting on for Spring Quarter.
- 2) Jim Cameron pointed out that the Public Relations Bureau is responsible for display case number 2 and if any committee wants a display put up they should see Glenn Smith, Public Relations Bureau Chairman.

- 3) Jim Cameron reported that the permanent WMMR Manager will be appointed at the beginning of Spring Quarter.
- 4) Jim Cameron reported an item called the "House Organ" will be published the last day of classes for this quarter. The purpose of this publication is to promote relations between committees. It will be sent out bi-weekly alternating with the State of the Union Page.
- 5) Jim Cameron passed around a sheet that the board members should sign if they are available to help with Commencement on March 16.
- 6) Jim Cameron announced that the State of the Union Page will be out this Friday.
- 7) The Public Relations Committee will be meeting next Tuesday, March 7, at 2:30 p.m. in room 227.

Jim Cameron encouraged board members to stop in to see how everything is going at WMMR.

Jim Cameron announced that the Dedication of the fountain will take place on May 12 at 2:30 p.m.

At the beginning of Spring Quarter any daily events will be listed in the Minneapolis Star and Tribune.

Program Committee Report

- 1) Karen Cravens announced two co-sponsorships. They are both between Variety Show and Noon Programs. One is a package show on March 27, and the other one is also a package show but involves skits also. This program will take place on April 5.
- 2) Karen Cravens reported that the budget requests handed in to the Program Committee have been approved. They were all handled as requested.
- 3) Karen Cravens explained that the board members should pick up their passes for the Bob Newhart Concert by Friday of this week from Ron Loomis. The passes should be turned in at Northrop Auditorium in exchange for a ticket.

Personnel Committee Report

- 1) Chuck Nightengale reported that there are no chairmanship approvals to be brought up at this meeting.
- 2) Chuck Nightengale announced that the Merit Reception is still in the planning stage and any suggestions board members might have should be turned in to Chuck.

Old Business

1) Douglas Johnson reminded the board that the dates for the Big Ten Conference are April 21 and 22.

2) Reorganization

Motion K-1658

It was moved that the Reorganization Plan set forth at the special meeting on Friday at Mr. Starr's home be accepted by the board.

The motion was seconded.

Motion K-1659

Judy Gilquist moved that the board amend the Reorganization Plan to move one student from the Program Standing Committee into the Personnel Standing Committee.

The motion was seconded and passed.

There was an editorial change in the Reorganization Plan. Hi-Fi Listening should be changed to Classics Corner.

Motion K-1660

It was moved that we delete the second suggestion from the Reorganization Plan.

The motion was seconded.

There was discussion concerning the two suggestions in the Reorganization Plan to 1) withdraw from Campus elections, and 2) select grad-students from suggestions by grad-school Dean. This motion would delete the second suggestion.

The motion was passed.

There was an editorial change in the Reorganization Plans. Ad Agency, WMMR, and Public Relations Bureau should be included as functions of the Public Relations Committee. Personnel and UPC should be functions of the Personnel Committee.

Douglas Johnson stated that two things about Program have to be cleared up. (1) One area has yet to be given a name, (2) Noon Programs has to be given an area.

Motion K-1661

Ron Moe moved that we refer the entire proposal back to the Reorganization Committee to be submitted at the next meeting.

The motion was seconded.

Vice President Johnson reminded the board that the next meeting is on March 29. This would be too long to wait since the elections will take place and this plan has to be approved. If this plan is not acted upon soon, there could be 20 members on the next year's board.

John Hake raised a question as to whether this could be submitted through proper channels in order to be at the next Board of Regents meeting. Mr. Starr indicated that the agenda for the next Board of Regents meeting has probably already been made up and that the best we could do would be to hope for the following meeting. Any plans for changes in the Constitution would be submitted through him to Vice Present Willey who undoubtedly will discuss the matter with President Wilson. If there were any suggestions for changes, they would probably be referred back to the board; and if there were none, it would be submitted to the Board of Regents.

It was brought up that only the changes that affect the constitution need to be made tonight. The other changes can be made at a future time.

Ron Moe read the Constitutional changes which are:

- 1) Change board membership to 18 by cutting the student membership by two.
- 2) Withdraw from Campus elections - all members to be appointed.
- 3) Eliminate office of corresponding secretary and add a secretary-treasurer.

Motion defeated.

John Hake moved that the entire motion concerning the acceptance of the Reorganization Plan be voted on.

The motion died for lack of a second.

Motion K-1662

It was moved that the Reorganization Plan state that Moon Varieties be included under the nameless areas.

The motion was seconded.

John Hake encouraged defeat of the motion.

Motion K-1663

Ron Moe moved that we vote on the amendment to place Moon Programs under nameless areas.

The motion was seconded and passed.

There were 6 in favor and 5 opposed.

Motion K-1662 was carried.

Motion K-1664

Ron Moe moved that we amend the main motion to the affect that the board approves the following changes: (1) membership of the board be changed to 17, (2) we withdraw from campus elections, (3) we withdraw the office of secretary and replace it with Secretary Treasurer, and any other changes which affect the Constitution .

The motion was seconded.

Douglas Johnson suggested that in this case this doesn't actually need this type of amendment. We should withdraw the main motion and start over.

Ron Moe withdrew the motion K-1664 which was an amendment to the main motion.

The second withdrew.

There was more discussion on the main motion.

Motion K-1665

It was moved that we vote on the main motion.

The motion was seconded and paused.

The main motion under consideration is that the board approve this plan for Reorganization of the Union Board of Governors.

The main motion was defeated.

Motion K-1666

Ron Moe moved that we change the Constitution to include the following changes: That the board membership be changed to include 17 students, that we withdraw from campus elections, and that we withdraw the office of secretary and add secretary treasurer. Main

The motion was seconded.

Vice President Johnson stated that we now have the amendment to the Constitution on the floor.

Motion K-1667

It was moved that we make an amendment to the Constitutional change to state that the membership of the board will be 18.

The motion was seconded.

There was some discussion on the number of committees in each area.

Ron Barrett stated that you have really got the same board, but are giving the Secretary and Vice President more to do. Also, with 18 members you have the same number of area directors.

The motion to make an amendment to the Constitutional change was passed.

The proposal to change the constitution was then under discussion. The change was:

- (1) The membership be reduced to 18 which means there will be 13 student members rather than 15
- (2) We withdraw from campus elections
- (3) The office of secretary be omitted and the office of secretary treasurer be installed.

The Constitutional change as amended was passed. (Motion K-1666)

The motion K-1666 was referred to Mr. Starr for implementation.

- 3) Vice President Johnson read a letter stating that the Campus Carnival is going to be held on April 28 and 29. Whether the board wants to participate or not must be decided on tonight. Various points of view on board participation were discussed.

Motion K-1668

Jim Cameron moved that we participate in the Campus Carnival.

The motion was seconded.

There was more discussion concerning Jim Cameron's proposal for UBOG to take care of a central information booth for Campus Carnival.

The motion was voted on and defeated.

New Business

Dean Paul V. Grambsch, Dean of the School of Business Administration gave a short talk. He commented on the board's use of parliamentary procedure and stated that he was impressed with the way the board handled their responsibilities. In the few months he has been here he has been trying to get acquainted with as many students and student organizations as he can. Mr. Grambsch pointed out that education is really the acquisition of the utilization of knowledge. He explained a little about the "Business Day".

The School of Business Administration is in the process of announcing an important intercollegiate contest. This will be a training exercise in Management Games. They are going to try to set up savings bonds for the winners.

Dean Grambsch stated that he was very anxious to help organizations that work with a combination of faculty and students. He extended an invitation to members of the board to use his office any time if he could be of help. He was impressed with the fact that they were trying to get undoubtedly to study, and they covered so much business.

Vice President Johnson thanked Dean Grambsch for coming to the meeting.

The next meeting will be held on March 29.

The meeting adjourned at 8:35 p.m.

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

agenda

March 29, 1961

- I. Standing Committee Reports
 - A. Executive
 - 1) Union Board Council
 - 2) Big Ten Conference
 - 3) Parent's Day
 - 4) Fountain
 - 5) Village Union Brochure
 - B. House & Finance
 - 1) Room Request
 - 2) Student Lounge
 - 3) Work Area
 - 4) Financial Report
 - 5) Equipment Room
 - 6) Meeting Time
 - C. Program Committee
 - 1) Co sponsorships
 - 2) Financial Report
 - 3) Attendance Report
 - 4) Focus
 - 5)
 - D. Public Relations
 - 1) UBOG Candid Camera Contest
 - 2) Gopher
 - 3) P.R. Bureau - Glenn Smith
 - 4) Announcements
 - E. Personnel
 - 1) Chairmanship Approvals
 - 2) Chairmanship Openings
 - 3) Merit Reception
 - 4) Meeting Time
- II. Old Business
 - A. Constitutional Revision
 - B. Parking
- III. New Business
 - A. Elections and Appointments
- IV. Announcements
 - A. Next meeting on April 5 at 5:45 p.m. in Room 355. (Dinner Meeting)
- V. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of March 29, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Joyce Cremers, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Ronald Moe, Charles Nightengale, Mr. Walfred Pedersen, Richard Stanford, Mr. Gordon L. Starr, Dr. E.L. Thomas, Dr. Donald R. Zander.

Members Absent:

Dr. David LaBerge, Mr. Douglas Wolfangle.

Others Present:

Glenn Smith - Chairman of Public Relations Bureau, Judy McComb - Union Board Council, Kathryn Sederberg - Daily Reporter, Ron Barrett, Donna Brown.

The meeting was called to order at 6:35 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the March 1 meeting were approved as read.

Executive Committee Report

- 1) Douglas Johnson gave a short report on the last UBC meeting. He introduced the visiting UBC member, Judy McComb.
- 2) President Stanford reported that most of the plans for the Big Ten Conference have been completed. He reminded the board members that it is being held April 21 and 22 and they are required to be there part if not all of the conference. Every Board member will be needed to carry out the various plans and duties successfully.

Big Ten Conference Committees have been set up and will be meeting at 3:30 p.m. on April 3 in Room 227. The selection of topics for the Conference will be discussed at this meeting. Any other Board members can attend this meeting if they are interested. Dr. La Berge is going to be the key note speaker at the conference on Friday night, and Ron Loomis will be the summary speaker on Saturday night.

On April 23 the Annual Spring Board Retreat will be held. New Board members will be there so every Board member must also attend this event. It is held to start training new Board members.

- 3) Carole Clifford explained more about the Parent's Day program coming up on April 15. There will be two tours with three different places in each tour with a thirty minute stop at each place. A Luncheon will be held in the Junior Ballroom of Coffman Memorial Union at 12:30 p.m. with a speaker. The Varsity Show cast will entertain and tell something about their show coming up soon. Carole stressed to the Board the importance of telling students to invite their parents to attend. Students are needed to help in the Open Houses being held in Comstock Hall. President Stanford thanked Carole Clifford for taking this project on and planning it so well.

- 4) The Fountain presented by Regent James Ford Bell will be formally dedicated at the Creative Arts Festival. The exact date for the dedication has not been set yet.
- 5) President Stanford brought the attention of the Board to the University Village Union brochure recently published.
- 6) The Executive Committee will be meeting at 3:30 p.m. Thursday in Mr. Starr's Office. Proposed Constitutional revisions will be discussed at this time.

House and Finance Report

The regular meeting time of the House and Finance Committee will be 2:30 p.m. Tuesdays in Mr. Starr's office.

- 1) Ron Moe reported on room requests. House and Finance Committee has approved a request for the YNPL to have a Book Sale in the Special Events office on May 10.

There was a request from Dean Cook of the College of Education for the Women's Lounge on Thursday, December 7, 1961 from 8:00 a.m. until 12:30 p.m. for the 32nd annual University of Minnesota Conference on Teacher Education.

Motion K-1669

Ron Moe moved that the request for the use of the Women's Lounge on December 7 for a special conference be approved.

The Motion was seconded and passed.

- 2) Ron Moe announced that the House and Finance Committee has decided to postpone action on the International Student's Lounge until next week so that during the week letters can be written to various foreign student groups to get their ideas and opinions on the Lounge.
- 3) Ron Moe requested that the back room in 231 be converted into a work area for committees. This would mean putting work tables in there and maybe renting a few more typewriters and other equipment. The work area that the committees have now is down stairs in Room B4 and is very inconvenient. This new area would bring them closer to the Program Office.
- 4) Ron Moe reminded the Board that the House and Finance Committee was requested to give the Board until this meeting to look over the Finance Report. There were no questions on the report.
- 5) Ron Moe explained that steps are being taken to better protect the outing equipment in the storeroom.

Program Committee Report

Kay Jordan announced that the Program Committee meeting time is changed to 3:30 p.m. on Wednesdays.

- 1) Kay Jordan announced the following co-sponsorship: Between the International Relations Club and Focus on April 7, 8, and 9. (This co-sponsorship had already been passed by Program Committee, but some adjustments were made) This will be a Model U.N. Conference. There will be several committee and council meetings and a Saturday evening banquet with a guest speaker from the United Nations. The costs to the Union are: The Main Ballroom, Public Address System, custodial services, and part of the publicity with full cost of printed programs.

Kay Jordan asked the Board's approval on a co-sponsorship between the Student Faculty Committee and Pioneer Hall & Court Council for films on April 6, 13, 20, 27, and May 4 - 11 at 6:45 p.m. Kay Jordan read the tentative program.

Motion K-1670

Kay Jordan moved that the co-sponsorship between the Student Faculty Committee and Pioneer Hall & Court Council for the above dates be approved.

The Motion was seconded and passed.

Motion K-1671

Kay Jordan moved that a co-sponsorship be approved between Noon Programs and the Israel American Club on April 25, from 11:30 to 1:30 p.m. in the Main Ballroom.

The motion was seconded and passed.

- 2) Kay Jordan brought the Financial Report to the attention of the Board. Kay pointed out that we do have some money left so if any Board members have a good program they want put on, it will probably be possible. Mr. Starr commented on how well the Board spent their money and still put on such good programs.
- 3) Kay went through the attendance report briefly with the Board. She suggested that the Board members study these and compare them with last year's reports.
- 4) Kay Jordan reported that the Focus Committee is doing very well. They are planning a Wednesday "Focus of the week" at 3:30. The first one will be next week. There will be a debate between Tom Olsen and Norman Uphoff, two candidates for MSA president.

Public Relations Committee Report

Glenn Smith, Chairman of the Public Relations Bureau, announced that the State of the Union Page will be out on April 7. In the Page a new mascot might be set up for the Coffman Union Board. He passed around several drawings of the proposed UBOG mascot. This cartoon in various poses will be used to represent different programs. The Union Board of Governor's mascot would give the Union a mascot that would show more personality than the previous one. It would appear on almost all ads as a signature.

There was some discussion concerning the UBOG Dog. Ron Barrett asked the Board to think about whether they really wanted this dog as a symbol of the Union Board of Governors. Jim Cameron explained how the last mascot had come about and that it didn't serve the purpose because it had no expression. Kay Jordan suggested that we have an alternate symbol, but it was pointed out that we do have the Union Board Star which can be used for formal occasions.

Motion K-1672

It was moved that the new dog mascot be adopted as an official symbol for future Union Board publicity.

The Motion was seconded and passed.

- 1) Glenn Smith reported on a new Contest called the Union Board of Governors Candid Camera Contest. Eight guest tickets to certain theaters downtown will be used as prizes each week. A contest will be run weekly in the Daily. Pictures will be taken in different places of students. These pictures will be published in the Daily. The Students in the pictures must identify themselves at the Information Desk in Coffman Memorial Union and they will receive two passes to a theater.

A Tape Recorder will be placed at the Information Desk to get a record of conversations carried on there. These will be used on a half hour program on WMUR.

Glenn Smith reported that the "House Organ" will be out tomorrow. In this issue will be definite instructions on how to use the UBOG Dog and ideas for using him. Glenn Smith asked that any news items to be put in the "House Organ" can be put in his box preferably the Monday after the State of the Union Page comes out. The House Organ will be alternated with the State of the Union Page.

President Stanford thanked Glenn Smith for bringing such good ideas to the Board Meeting.

Personnel Committee Report

- 1) Charles Nightengale reported on Chairmanship Approvals.

Motion K-1673

Charles Nightengale moved that the Board approve Alberta Johnson as Chairman of the Union Fine Arts Gallery.

Motion was seconded and passed.

Motion K-1674

Charles Nightengale moved that Janet Wolff be approved for the Art Craft Studio Chairmanship.

Motion was seconded and passed.

Motion K-1675

Charles Nightengale moved that the Board approve James Reuper as the Dance Instruction Committee Chairman.

Motion was seconded and passed.

- 2) Charles Nightengale reported that there are about six chairmanship openings. They are running an ad in the Daily next Tuesday and Wednesday.
- 3) Charles Nightengale announced that they are trying to get President Wilson as the main speaker at the Merit Reception.
- 4) Charles Nightengale announced that the next Personnel Committee meeting will be at 3:30 on Wednesday.

Marcia Duffy announced that Coffman Musicales needs more students to work on the Committee. They are putting out more programs this Quarter so they need more people to help in order to make the programs successful.

It was announced that the Focus Committee also needs more people on the Committee.

Ron Barrett asked whether recommendation cards are going out and when Committee of the Quarter will be chosen. It was stated that both matters will be taken care of within the next week.

The Editor of the Gopher took a formal group picture of the Union Board of Governors.

Old Business

Douglas Johnson read the Constitutional changes. Formal revisions of wording have already been adopted by this Board. Here are the original statements with the revisions after them:

ARTICLE III B

Section 1. The Board shall be composed of:

Original - (b) Fifteen student members, the ratio of men to women shall not exceed 12 to 3.

Revision - (b) Thirteen student members, the ratio of men to women shall not exceed 10 to 3.

Original - Section 3. Six of the student members of the Board shall be elected from the University at large under the prevailing electoral system designated by the appropriate University governing body. Nine of the student members shall be appointed by a committee which shall be composed of two members selected by the Union Board, one appointed by the All-University Congress, one by the Dean of Student's Office and one by the Vice President of Academic Administration.

Revision - Section 3. (First sentence deleted) The student members shall be appointed by a committee which shall be composed of two members selected by the Union Board, one appointed by the All-University Congress, one by the Dean of Student's Office and one by the Vice President of Academic Administration.

Original - This committee shall be established at least four weeks prior to the Spring elections.

Revision - This Committee shall be established at least four weeks prior to the Spring appointments.

Original - Section 5. The term of office for student members of the Board shall be one year. Any student Board member, if otherwise eligible may be re-elected or re-appointed to a succeeding term. The expiration date of any student member's term shall be when the new Board takes office after the Spring elections.

Revision - Section 5. (The word re-elected is omitted.)

ARTICLE IV

Original - Section 2.

(a) The officers of the Board shall be: President, Vice President, Corresponding Secretary, and such others as the Board may designate.

Revision - Section 2.

(a) The officers of the Board shall be: President, Vice President, Secretary-Treasurer, and such others as the Board may designate.

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This will not be in effect for the coming elections. The Board will be taking part in the All-campus elections this Spring. Due to the scheduling of the Board of Regent's meeting, the Board was not able to get on their schedule.

There was some discussion concerning another change. Mr. Starr stated that some other Boards have elected their people to the Board, then the new Board members have attended the meetings with the Old Board members for the balance of the year. This has been a training program for the new people.

Motion K-1676

Ron Moe moved that the appointments of the Board members be done during the month of April each year.

The motion was seconded and passed.

ARTICLE III Section 3 - Number 1 will now read:

(Appointments to the Board shall be made according to the following provisions) - They shall be made each year during the month of April.

Ron Moe yielded to Jim Cameron to give the WMMR Budget Report.

Motion K-1677

Jim Cameron moved that the following statement be approved by the Board:

Report of WMMR Budget ad-hoc Committee

The following eight points describe the procedure recommended by this committee for handling the financial operations of WMMR:

1. WMMR be allowed to keep any amount of money that it has at the end of the 1960-61 school year.
2. That the Program Committee add to the above amount to make it an even \$2,000 for operating expenses for Summer and Fall Quarters, 1961.
3. That WMMR pay back to the Program Development Fund an amount equal to the amount advanced them by the end of the 1961-62 school year.
4. That if at the end of the school year 1961-62, WMMR has a balance of over \$2,000, any amount over this will be set aside in a "Future Expansion Fund". If the amount is under \$2,000, the Program Committee will again supplement it, and the fund process will begin whenever there is an amount over \$2,000 in the books at the end of a school year.
5. That when the fund reaches a total amount of \$5,000, all monies over \$2,000 at the end of the school year will revert back to the Program Development Fund.
6. WMMR must have the approval of the House & Finance Committee to allocate any funds from the "Future Expansion Fund".

7. That if, at the end of any school year, WMMR does not have an operating budget balance of \$2,000, and there are funds in the "Future Expansion Fund", there will be an automatic transfer of funds to make the Summer-Fall operating fund total \$2,000.
8. WMMR must seek approval of the Public Relations Committee for any expenditures from the operating budget that exceed \$50. All expenses below this amount must follow the regular procedure of Program Consultant approval.

The Committee requests that this procedure be adopted.

Motion seconded.

There was some discussion on this statement. Jim explained different aspects of the statement concerning WMMR.

The Board voted on the motion to approve the policy statement that has been proposed by the WMMR Budget ad-hoc Committee.

The motion was passed.

New Business

Mr. Starr passed around the St. Paul Student Center Spring Quarter schedule of events and reported on the following:

During the period between Quarters, we had a good chance to clean the Union, but we also had a number of groups using the facilities. Through Mr. Getchell, Assistant to the Director, the Governor's Youth Conference on Safety was held here. Over 1,100 state youth attended this meeting which was an all-day affair held on Saturday.

A letter has been sent to Parents of the three Union Boards informing them of the role that the students play in the three Boards. A new brochure and a copy of the Needs of the University were included in the mailing.

The Senate Committee on Student Affairs will be meeting a week from Friday which is April 7 at which time Mr. Starr will submit a report on how we adhere to the rules and regulations as set down by the SCSA.

Mr. Starr recommended that Ron Parrett attend the conference to be held at Cornell University on Human Relations as related to Union programing. This is the first of its kind on a national basis.

A pamphlet announcing the Fourth annual University of Minnesota, Duluth, Student Seminar was circulated to the Board. Mr. Starr recommended that the Board send a small delegation to this Leadership Training Seminar. President Stanford endorsed the idea of sending some students to this Conference and asked for volunteers. The Executive Committee will approve names of delegates at their next meeting.

Announcements

- 1) The final day when the Union Board will carry out its filings is indefinite. The appointment program will be carried out starting April 10. Filings for elections will open some time next week.

President Stanford advised all Board members who are considering on returning next year to file for all University Elections.

President Stanford asked for a count of the graduating members of the Board. From this group the Board needs two to serve on the Appointment Interviewing Committee. The Executive Committee will propose these two to the Board for discussion.

- 2) Jim Cameron requested that someone look into new parking facilities. Ron Moe is requested to look into our current parking facilities.
- 3) The Public Relations Committee will meet in Room 227 at 2:30 p.m. On Tuesday, April 4, 1961.

The next meeting will be held in Room 355 at 5:45 p.m. (Dinner Meeting)

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

agenda

April 5, 1961

I. Standing Committee Reports

A. Executive Committee

- 1) Elections - Filings
- 2) Appointment Committee
- 3) ad-hoc committee on Misuse of Union Facilities.
- 4) Board Member Note Books
- 5) UBC
- 6) Peace Corps
- 7) Announcements

B. House and Finance Committee

- 1) Room Request
- 2) Brochure
- 3) Contact Table
- 4) Office Contracts
- 5) Notary
- 6) Lounge
- 7) Announcements

C. Program Committee

- 1) Central Committee Calendar
- 2) Movie Policy
- 3) Co sponsorships
- 4) Bridge Committee
- 5)

D. Personnel Committee

- 1) Chairmanship Approvals
- 2) Recognition Cards
- 3)

E. Public Relations Committee

- 1) Staff Award
- 2) Announcements
- 3)
- 4)

II. Old Business

A. Big Ten Conference

III. New Business

IV. Announcements

- 1) Remaining Meetings
- 2) Poster Clinic
- 3)
- 4)

V. Adjournment

The next meeting will be held in Room 346 at 6:30 p.m. on April 12, 1961.

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 5, 1961

Members Present:

Jim Cameron, Karen Cravens, Joyce Cremers, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Ronald Moe, Charles Nightengale, Mr. Walfred Pederson, Richard Stanford, Mr. Gordon L. Starr, Mr. Douglas Wolfangle, Dr. Donald Zander

Members Absent:

Carole Clifford, Dr. David LaBerge, Dr. E. D. Thomas

Others Present:

Kathryn Sederberg - Daily, Jim Spensley, MSA President, Dr. Forrest Moore - Director, Foreign Students, Ron Barrett - Program Director
Donna Brown

The meeting was called to order at 6:50 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the March 29 meeting were approved as read.

Executive Committee Report

- 1) President Stanford reported that an appointment application sheet has been prepared for next year and is available to Board members and other students who are interested. This applicant information sheet explains procedures, etc of the Union Board of Governors. The filings for the Board were opened on April 4 and will close on April 10. All Board members who are returning next year are encouraged to run for election and appointment.
- 2) President Stanford reported that the Appointment Committee has been completed. Douglas Johnson and Sidney Kaplan are the Board members on this committee which will be interviewing next week.
- 3) President Stanford recommended that a special ad hoc committee be set up to study and report to the Board on the general misuse of Union facilities. A recommendation should be presented to the Board.

Motion K-1678

It was moved that a special ad hoc committee be set up to investigate misuse of Union facilities.

Motion seconded and carried.

Ron Moe was appointed to head the committee because of the clear relationship to his present position on the Board.

- 4) President Stanford reported that the Executive Committee has suggested that we have a special Board note book for each member. This suggestion has been turned over to the Public Relations Committee.
- 5) Douglas Johnson reported on the Union Board Council meeting held last night. Their guest was Dr. Garvey from the Psychiatry Department who talked on "Peace Walks". The Council discussed whether the walks were accomplishing what they were intended to accomplish. They also discussed pacifism in the world today. They are in the process of trying to secure President Wilson to attend the next meeting.
- 6) President Stanford stated that he now has a publication concerning the Peace Corps. It contains information concerning its organization and how it is operated. Jim Spensley also has applications and copies of the publication. If anyone is interested, they may contact Richard Stanford or Jim Spensley.
- 7) President Stanford announced that the Union Board is continuing to operate on an informal policy regarding the Minnesota Student Association. The present policy is that the UBOG representative will vote according to his own feelings and conscience unless directed by formal motion and vote of the Union Board of Governors. President Stanford reminded the board that they do have a vote in the assembly. Unless the issues or candidates in MSA regular business are of a nature of which the UBOG are specifically concerned with, the Board will not take a strong stand.

House and Finance Committee Report

- 1) Ron Moe reported on a room request which is an exception to the House Rules.

Motion K-1679

Ron Moe moved that an exception be made to the House Rules to allow the Bridge Committee to use the Union Game Room on Thursday, April 13 at 3:30 p.m.

Motion seconded and carried.

- 2) Ron Moe reported that the House Rules brochure has arrived. He passed around copies to the Board members. 5,000 copies are expected to arrive by Friday, April 7, 1961.
- 3) Ron Moe reported that Alpha Kappa Psi, a business fraternity, would like permission to set up a contact table to distribute Time, Life subscriptions to students on April 6 and 7 from 8:00 a.m. until 5:00 p.m. on the Ground Floor.

Motion K-1680

Ron Moe moved that Alpha Kappa Psi be granted permission to set up a contact table to distribute Time, Life subscriptions to students on April 6 and 7 from 8:00 a.m. until 5:00 p.m. on the ground floor of the Union.

Motion seconded and carried.

- 4) Ron Moe explained that all student offices in the Union are contracted on a yearly basis to different groups. These contracts expire in the Spring of each year so soon we will begin accepting applications from different student groups.
- 5) Ron Moe requested a straw vote concerning the receptionist at the information desk becoming a notary public. There have been some requests for a notary public in this building and the opinion of the Board was requested. A license would cost \$25. The vote indicated that no step should be taken in this matter.
- 6) Ron Moe stated his opinion concerning the action the Board took about allocating \$30,000 for an International Students Lounge. It was his opinion that when the board decided to spend \$30,000 for this lounge they did it at a time when that money could be used better for other purposes. This area has to go through some renovation, so Ron Moe proposed that rather than leaving it as it is now with the money set aside for the lounge, we should authorize some of the money to be used for new furniture, lighting, and a general cleaning up of the area. This should help eliminate some of the problems we are having in this lounge.

There was some discussion concerning making at least some progress towards an International Lounge.

President Stanford urged that the House and Finance Committee make a specific recommendation on this matter.

Motion K-1681

Kay Jordan moved that the House and Finance Committee look further into the International Lounge in view of the discussion that has taken place at this meeting, and that they report at the next meeting.

Motion seconded.

Ron Moe reminded the Board that the House and Finance Committee has been looking into this project for a long time. Kay Jordan stated that the original motion was for a complete renovation of this lounge, and now a new idea has been brought up that must be looked into. Mr. Starr requested that Dr. Forrest Moore be allowed to give some background information concerning the lounge even though it is out of order.

Dr. Moore stated that this has been under discussion for about three years. There are two or three reasons for going ahead with action that shows that the Board approves the idea. Since this has been in a stage of discussion for so long, the Board should move ahead towards getting this established in terms of public relations in working with foreign student groups. Also, there is an increasing involvement of American students working through student organizations such as Student Unions in educational programs with students from overseas. Another reason would be that there is a need to have in a Student Union building a place where American and foreign students can come together in surroundings that will have an international flavor. This would help increase the understanding of the American and foreign students of each others cultures.

Ron Moe requested that he be allowed to clarify what he was talking about. He stated that the only matter he was concerned with was to allocate funds to do a certain part of the renovation now.

The motion to send present discussion regarding the International Students Lounge for a specific recommendation to be presented at the next meeting to the House and Finance Committee was voted on.

Motion was carried.

The House and Finance Committee is directed to have a recommendation by the next meeting. Ron Moe advised the Board members who are interested to attend this meeting at 2:30, April 11, in Mr. Starr's office.

- 7) Mr. Starr stated that he would like to see a recommendation made concerning distribution of the House Rules.

The House and Finance Committee is to report back about how the Rules are to be used.

Program Committee Report

- 1) Kay Jordan reported that a Central Committee Calendar will be in the back of Room 231. As of next week each committee should write its events on the committee calendar. This is for use by all committees. This should help coordinate the activities, and should help committee chairmen plan the best time to have their programs. The Program Committee will put down special events and other major campus activities which might conflict with Union programs.
- 2) Kay Jordan explained another factor concerning the Movie Policy. When Mr. Fisher, owner of the two local theaters, complained about the Union showing movies, the Union Board of Governors recommended that the only movies that are to be shown here be of a cultural or educational nature. Mr. Fisher has offered the use of his theater from 9:00 a.m. until 5:00 p.m. on school days with the only major cost being \$25, besides the cost of the film. The Program Committee took the position that we do not wish to make use of this because of the following two reasons: 1) The Committee feels that there are very few students who will go across campus to see a film

during school days, 2) The committee feels that this is just a good way to advertise and isn't any real giving in on the movie policy. However, other groups can take advantage of this offer.

3) Kay Jordan read the following co-sponsorships:

Between Focus and the General College Board on April 10 at 3:30 p.m. in the Men's Lounge for a Focus of the Week program for the Cancer Education Week Coffee Hour.

Between the American Foreign Students and the Israel-American Club on April 30 from 7 p.m. until 1 p.m. in the Main Ballroom for a program including speakers, songs, dances, and refreshments.

Between Union Variety Dance and International Relations Club on April 8 from 9 p.m. until 1 a.m. in the Union Main Ballroom. This is a dance as part of the I.R.C. sponsored mock U.N. Convention.

Between American Foreign Student Committee and the Foreign Student Council on April 15 and 16 from 6 until 11 p.m. and 9 until 9 p.m. in the Union Main Ballroom for the Foreign Student Festival.

Between Noon Programs and the U of M Republican Association on April 20 at 12:30 in the Main Ballroom for a talk by Bob Forsythe, State Chairman of the state GOP.

Between Noon Programs Committee and the General College Board on April 10 from 11:30 until 1:30 p.m. in the Main Ballroom for two films on cancer and a speaker.

4) Kay Jordan reported that the Program Committee allocated \$200 for the Bridge Committee because they are planning an extensive program including tournaments, bridge lessons, and bridge parties.

Personnel Committee Report

1) Charles Nightengale reported on Chairmanship Approvals.

Motion K-1682

Charles Nightengale moved that the Board accept Mike Hartigan as the American-Foreign Students Committee Chairman.

Motion seconded and carried.

Motion K-1683

Charles Nightengale moved that the Board accept Fred Edlund as the Union Jazz Workshop Committee Chairman.

Motion seconded and carried.

Motion K-1684

Charles Nightengale moved that the Board accept Sharon Hill as the Personnel Bureau Chairman.

Motion seconded and carried.

Motion K-1685

Charles Nightengale moved that the Board approve Eddie Schuk as the Summer Program Coordinator.

Motion seconded and carried.

- 2) Charles Nightengale read a list of name that were recommended to receive recognition cards.

Motion K-1686

Charles Nightengale moved that the Board approve the following people for Recognition Cards.

Marilyn Moberg	o	o	o	o	o	o	Talent Associates
Barry Halper	o	o	o	o	o	o	WMMR
Dave Bowen	o	o	o	o	o	o	UBC
Serene Freidland	o	o	o	o	o	o	Outing Events
Jean Lofstrand	o	o	o	o	o	o	Co-Rec
Jan Anderson	o	o	o	o	o	o	Musicale - Chamber Music
Becky Jones	o	o	o	o	o	o	Musicale
Deanna Cartier	o	o	o	o	o	o	Square Dance
Kay Balzer	o	o	o	o	o	o	Single Swing
Kathy Wagnild	o	o	o	o	o	o	Variety Dance
Karen Poulson	o	o	o	o	o	o	Focus
Bill Wold	o	o	o	o	o	o	Outings Instructions
Larry Leventhal	o	o	o	o	o	o	Noon Programs
Dennis Farrington	o	o	o	o	o	o	Ad Agency
Ron Petrie	o	o	o	o	o	o	Stag
Barry Lazarus	o	o	o	o	o	o	Bridge and Chess
Betsy Johnson	o	o	o	o	o	o	Charm
David Weiss	o	o	o	o	o	o	Grad. Students
Laurie Smith	o	o	o	o	o	o	Public Relations Bureau
Judy Altman	o	o	o	o	o	o	UBC
Robin Andrews	o	o	o	o	o	o	Focus
Sue Barwise	o	o	o	o	o	o	UBC
Judy Beale	o	o	o	o	o	o	Public Relations Bureau
Maurice Bernstein	o	o	o	o	o	o	WMMR
David Bowen	o	o	o	o	o	o	UBC
Gloria Carlson	o	o	o	o	o	o	WMMR
Clay Christianson	o	o	o	o	o	o	UJW
John Christianson	o	o	o	o	o	o	Focus
Richard Dierche	o	o	o	o	o	o	UJW
Joyce Differdorfer	o	o	o	o	o	o	Public Relations Bureau
Kathy Donohue	o	o	o	o	o	o	Single Swing
Fred Edlund	o	o	o	o	o	o	UJW
Bonnie Erickson	o	o	o	o	o	o	UJW
Eric Erickson	o	o	o	o	o	o	WMMR

Judy Fechter	-	-	-	-	-	-	-	-	-	Charm
Schiela Greene	-	-	-	-	-	-	-	-	-	Musicale
Bill Hamilton	-	-	-	-	-	-	-	-	-	UJW
Jeri Hanson	-	-	-	-	-	-	-	-	-	Bridge
Mike Hartigan	-	-	-	-	-	-	-	-	-	Noon
Tom Hartigan	-	-	-	-	-	-	-	-	-	UJW
Linda Heinkel	-	-	-	-	-	-	-	-	-	Charm
Sharon Hendrickson	-	-	-	-	-	-	-	-	-	Variety Dance
Judy Hoy	-	-	-	-	-	-	-	-	-	Variety Dance
Karen Johnson	-	-	-	-	-	-	-	-	-	Dance Instruction
Marge Johnson	-	-	-	-	-	-	-	-	-	Charm
Jim Johnston	-	-	-	-	-	-	-	-	-	Stag
Phil Jones	-	-	-	-	-	-	-	-	-	WMMR
Laura Katzner	-	-	-	-	-	-	-	-	-	UBC
Gary Keillor	-	-	-	-	-	-	-	-	-	WMMR
Steve Keswin	-	-	-	-	-	-	-	-	-	Dance Instruction
Judy McComb	-	-	-	-	-	-	-	-	-	Public Relations
Carolyn McManius	-	-	-	-	-	-	-	-	-	Bridge
Mary Miller	-	-	-	-	-	-	-	-	-	Variety Dance
Barb Moore	-	-	-	-	-	-	-	-	-	Charm
Steve Mosow	-	-	-	-	-	-	-	-	-	Bridge
Kathy Mountain	-	-	-	-	-	-	-	-	-	Variety Dance
Ellis Nelson	-	-	-	-	-	-	-	-	-	Dance Instruction
David Norlander	-	-	-	-	-	-	-	-	-	WMMR
Ron Petrie	-	-	-	-	-	-	-	-	-	UBC
Karen Quam	-	-	-	-	-	-	-	-	-	UBC
Jim Reuper	-	-	-	-	-	-	-	-	-	Dance Instruction Single Swing
Karen Ruddy	-	-	-	-	-	-	-	-	-	Public Relations Bureau
Marcia Seldon	-	-	-	-	-	-	-	-	-	Fine Arts Comm.
Pam Shepherd	-	-	-	-	-	-	-	-	-	Dance Instruction
Douglas Veum	-	-	-	-	-	-	-	-	-	Focus
Jane Widseth	-	-	-	-	-	-	-	-	-	Focus
Virginia Yarusso	-	-	-	-	-	-	-	-	-	WMMR

Motion seconded and carried.

This is a card being presented this Spring for Winter Quarter's work. If there are any omissions in this list, they should be reported to the Personnel Committee.

Public Relations Committee Report

- 1) Jim Cameron reported that in the Public Relations Committee meeting they discussed staff awards. This would be an award given to a staff member from Food Service, the Department of Student Unions, and the Student Employees. People will be selected who through their work promote the Public Relations of the Union. The meeting will be in Mr. Starr's office at 1:30 p.m. on April 6.
- 2) Jim Cameron announced that the Candid Camera Contest will be run starting April 6. The State of the Union page will come out on Friday, April 7.

Old Business

- 1) President Stanford drew the attention of the Board to the Big Ten Conference schedules in their folders. There are ten individual discussion groups so twenty people will be needed to staff these ; one of which will be a secretary and the other a discussion leader. The St. Paul Board will help with these discussion groups.
- 2) President Stanford reported to the Board that one of the schools which never have come to the Conference has asked for more information concerning it. This may mean that they will finally plan to attend the Conference in the future which is certainly a step forward.

The Big Ten Committee will meet at 3:30 p.m. on April 10 in Room 22'. There are many details yet to be worked out. The main item of business will be the final selection of topics.

New Business

- 1) Mr. Starr reported that Dean William B. Lockhart, Dean of the Law School, will be our guest at the next meeting.

Announcements

- 1) President Stanford read the schedule of meetings for the rest of the year. There are four remaining meetings.
- 2) Marolyn Downing announced that they are having another poster clinic at 4:00 on April 11, and encouraged Board members and their committee members to attend.
- 3) The next meeting will be held in Room 346 at 6:30 p.m. on April 12.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 12, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Joyce Cremens,
Marolyn Downing, Marcia Duffy, John Hake, Douglas Johnson,
Kay Jordan, Sidney Kaplan, Dr. David LaBerge, Ronald Moe,
Charles Nightengale, Mr. Walfred Pederson, Richard Stanford,
Mr. Gordon L. Starr, Dr. E. L. Thomas

Members Absent:

Ellen Fitzgerald, Judy Gilquist, Mr. Douglas Wolfangle, Dr. Donald
R. Zander

Others Present:

Dean William B. Lockhart, Dean of the Law School, Ron Barrett,
Program Director, Ron Loomis, Program Consultant, Pat Salter,
Program Consultant, Norman T. Uphoff, Deborah Charnley, Daily Reporter

The meeting was called to order at 6:35 p.m. in Room 346 of Coffman
Memorial Union.

The minutes of the April 5, 1961 meeting were approved as read.

Executive Committee Report

- 1) There will be no report on the Union Board Council.
- 2) The Executive Committee meeting will be held this Friday, April 14,
at 3:30 p.m. in Mr. Starr's office.

House and Finance Committee Report

- 1) Ron Moe announced that the House and Finance Committee has decided
to take the next step regarding the International Student Lounge.
They have sent the plans to Physical Plant to have more detailed
drawings and more exact estimates made on the proposed lounge.
There will be no further action taken concerning the lounge until
these estimates are made.
- 2) Ron Moe stated that there seems to be no policy concerning who has
jurisdiction over the vending machines. Both Food Service and the
Department of Student Unions run the vending machines. Ron Moe
stated that there should be a clear policy regarding this matter.

Motion K-1687

Ron Moe moved that the Board set up a special ad hoc committee to consult
with Food Service on making a Vending Machine Policy.

Motion seconded.

Mr. Starr stated that according to the By-Laws there is a Liaison Committee that could take care of this matter. The Board may want additional members to sit in on a meeting.

President Stanford stated that a special ad hoc committee might be able to have its membership based on who will be returning after Elections and Appointments.

Ron Moe withdrew the motion; the second also withdrew.

This matter will be considered at a later date.

- 3) Ron Moe explained that the Fine Arts Gallery Committee each year purchases the three top pictures in the All-College Art Show. They would like to have the pictures mounted permanently someplace in the Union. They have requested that it be done on the landing stair case between the first and second floor. This could be made into a beautiful display area if the lighting, etc., were improved. Dick Getchell, Assistant to the Director, will look into how this could be done and the cost. A recommendation will be made to the House and Finance Committee.
- 4) Ron Moe stated that no student members have as yet joined the Committee on the Misuse of Union Facilities. President Stanford stated that we should wait until Friday so that we know who we have to work with.

Public Relations Committee Report

- 1) The people to receive the student and staff awards have been selected. Jim Cameron announced the decisions to the Board. The following people were chosen: Food Service - Mildred H. Joyce, Department of Student Unions - Barbara Andrie, Student Employee - Gary H. Knutson, custodial staff. These awards will be presented at the Merit Reception.
- 2) Jim Cameron reported that the Public Relations Committee is working on what is to go on the 20th Anniversary Plaque. It was suggested that the plaque be placed on the front of the Information Desk on the main floor of CMU.

A few of the Board members objected to having it placed there.

Jim Cameron asked that any objections be given to him later.
- 3) Jim Cameron reported that a policy statement for the Show Cases is being worked on. If there are any suggestions on how to handle the showcases, put them in his box. A policy has to be decided on who can use which showcase and when.

- 4) Public Relations Committee is going to start a "Did You Know" box to cover such things as Ad Agency, show cases, etc. If anyone has a regular day to day service let Jim Cameron know.
- 5) Jim Cameron reported that the Public Relations Committee has decided on the note book to be used by Board members. It will be arriving shortly. Jim Cameron had one of the notebooks with him to show the Board members. Some of the things to be kept in the notebooks are a copy of the Constitution, By-Laws, Minutes of the last four meetings, etc.
- 6) Jim Cameron reported that the House Organ cannot come out until there is something to put in it.

Glenn Smith, the Public Relations Bureau Chairman is going to resign shortly. If you know anyone interested in this position, let Jim Cameron know.

President Stanford introduced the guests and board members.

Personnel Committee Report

- 1) Charles Nightengale reminded the Board that the Merit Reception will be held on May 16. President Wilson will not be able to speak at the reception. Another speaker must be found. Invitations to the Reception will be sent out the first of next week.
- 2) Charles Nightengale reported that the Spring Retreat will be held on April 23 and will start tentatively at 1:00 p.m. at the St. Paul Student Center. It should be over by 4:00 p.m. President Stanford will start out by giving a short talk on the History of Coffman Memorial Union and why we have a Union Board and what it is like to be on the Board. The Standing Committee Chairman will give a brief report on their committees, what they do, and the purpose of each. Each Area Director will give a brief talk on their areas.
- 3) There will be a Picnic Meeting next Wednesday, starting at 4:30 p.m. at River Side Park. There will be a few games and a lunch. Those that can drive should sign up and be here by 4:30. The new members and the staff and their wives will be invited. A business meeting will be held after dinner.
- 4) Charles Nightengale reported on Chairmanship approvals.

Motion K-1688

Charles Nightengale moved that the Board approve Gary Keiller as the WMMR Station Manager.

Motion seconded.

There was some discussion on the qualifications and ideas of the candidate. His ideas pertaining to programming for the station were reviewed. He intends on following essentially the same programming that is going on now. He felt that the best thing that he could do for WMMR was to put them back on level ground. He felt he should act as a go-between for the staff of WMMR and the people who listen to the station.

Motion carried.

Motion K-1689

Charles Nightengale moved that Margaret Cowins be approved as Classics Chairman.

Motion seconded and carried.

Motion K-1690

Charles Nightengale moved that Alberta Johnson and Glenn Smith be approved to receive recognition cards.

Motion seconded.

This is to supplement the list that was presented to the Board earlier.

Motion carried.

- 6) Charles Nightengale reminded the Board members to turn in a list of deserving personnel to receive the merit awards. This is the highest award the Union gives to students working in the Union. Board members should give this matter careful consideration and they should do their best in picking the students to receive this award. These key awards are for Chairmen and Committee members.

President Stanford reminded the Board members to write up a report for the Spring Retreat.

Program Committee Report

- 1) Kay Jordan reported that the Program Committee has discussed the Pete Seeger concert in light of further developments. There was some discussion as to whether the co-sponsorship of this concert should be reconsidered. The Program Committee did not vote to reconsider this concert, but Kay Jordan felt that the Board should know what the issue is and why there is a question on reconsidering co-sponsorship. Kay Jordan stated that the reason there is a question of reconsideration is that after the time that we agreed to the co-sponsorship he was convicted in a district court on ten counts of contempt of congress.

Motion K-1691

John Hake moved that we reconsider the co-sponsorship of the Pete Seeger concert with the Student Peace Union.

Motion seconded.

Kay Jordan called a point of order stating that John Hake voted against co-sponsoring the Pete Seeger concert.

President Stanford stated that there was no roll call vote taken so the point of order is not correct.

John Hake gave some reasons why we should reconsider co-sponsoring the Pete Seeger concert. The American Legion has been informed of this and may not approve. The reaction by legislature may not be favorable. John Hake made it clear that he does not agree with some of the policies of the House Un-American Activities Committee, but he feels that there is sufficient evidence against Pete Seeger to cause some repercussions if he appears here co-sponsored by the Union Board.

Norman Uphoff stated that since the American Legion knows of this and has not applied pressure as yet, he feels that they must not be very concerned. Norman Uphoff stated that he had talked with Senator Don Frazer about legislative reactions. He felt that legislative repercussions this late in the year were possible, but improbable. Dean Williamson brought the matter up at the Senate Committee on Student Affairs meeting. There seems to be no reason to reconsider the concert since there is no policy against having him appear here. Norman Uphoff felt that we should first consider whether this is the kind of concert the Union Board would like to have or not.

President Stanford stated that this Board cannot make an intelligent decision as to whether the Pete Seeger conviction will be upheld or reversed. He felt that the circumstances have now been presented and the Board should discontinue making judgements as to whether Pete Seeger will be convicted or not.

Kay Jordan summarized the two aspects brought up at the Program meeting. One was how the legislature would react. Another was whether the legislature should be concerned with what kind of program the UBOG presents at the Union. The last aspect was whether he is coming here as an entertainer, or are there political overtones to his entertainment.

Mr. Starr pointed out that Pete Seeger is giving a concert here whether we co-sponsor the program or not. The Ballroom will probably be rented to the Student Peace Union for the concert.

Motion K-1692

Kay Jordan moved the question.

Motion seconded and carried.

There was a request for a roll call vote on the motion to reconsider the Pete Seeger concert.

Roll Call Vote

Jim Cameron - no, Carole Clifford - no, Karen Cravens - no, Joyce Cremers - no, Marolyn Downing - no, Marcia Duffy - no, John Hake - aye, Douglas Johnson - no, Kay Jordan - no, Sidney Kaplan - no, Dr. David LaBerge - no, Ronald Moe - no, Charles Nightengale - no, Mr. Walfred Pedersen - no, Dr. E. J. Thomas - no.

Motion to reconsider defeated.

- 2) Kay Jordan reported that three students are going to attend the Notre Dame Jazz Festival.
- 3) Kay Jordan reported that the Program Committee approved a budget request by two committees in the Music Area will receive \$150, and the Classics Committee will receive \$180. They are both planning an extensive program during the Creative Arts Festival and their budget at present is not adequate for their expenses.

Old Business

- 1) President Stanford asked that any board members that could be available, to meet Big Ten delegates for the Big Ten Conference, let him know Ron Moe and Jim Cameron have volunteered.
- 2) Carole Clifford reminded the Board members to tell their parents about Parents Day.

New Business

Motion K-1693

Joyce Cremers moved that we have the Business meeting before the picnic which is being held on April 19.

Motion seconded.

There was some discussion concerning whether or not we should have the business meeting here and then have the picnic at the park or not.

Motion was not passed.

Mr. Starr stated that he felt that the matter concerning Pete Seeger was very fairly presented by both sides, and the board was now fully aware of the problem connected with this co-sponsorship.

- 2) Dean Lockhart was introduced to the Board. Dean Lockhart thanked the Board for inviting him to attend the meeting. He felt that he learned a lot about how the Board operates, which is what he came there to find out.

Announcements

- 1) President Stanford announced that the Big Ten Committee which included all Board members will meet immediately after this Board meeting.
- 2) The next meeting will be a picnic meeting held at Riverside Park on April 19 at 4:50 p.m.

The meeting adjourned at 8:00 p.m.

! Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

April 19, 1961

- I. Big Ten Conference on Student Unions
- II. Standing Committee Reports
 - A. Executive Committee
 - 1) UBC
 - 2) Dedication of Fountain
 - 3) Announcements
 - B. House and Finance Committee
 - 1) House Rules Exception
 - 2)
 - 3)
 - 4)
 - C. Program Committee
 - 1) Co sponsorship
 - 2)
 - 3)
 - 4)
 - D. Personnel Committee
 - 1) Spring Retreat
 - 2) Merit Reception
 - 3) Announcements
 - 4)
 - E. Public Relations Committee
 - 1) Help for Display Case
 - 2) WMMR's Board Interviews
 - 3) Board Notebooks
 - 4) Announcements
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 19, 1961

Members Present:

Jim Cameron, Karen Cravens, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, John Hake, Douglas Johnson, Sidney Kaplan, Ronald Moe, Charles Nightengale, Richard Stanford, Dr. E. I. Thomas, Dr. Donald R. Zander

Members Absent:

Carole Clifford, Joyce Cremers, Kay Jordan, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Mr. Douglas Wolfangle

Others Present:

Mr. Dick Gatchell - Assistant to the Director, Mr. Ted Kaul - Program Consultant, Mr. Ron Loomis - Program Consultant, Jane McClosky - Daily Reporter

New Board Members Present:

Larry Leventhal, Barry Lazarus, Kathryn Wagnild, Kay Balzer, Jane Rohrer, Karen Poulson, Karen Quam, James Tremann

The meeting was called to order at 6:40 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the April 12 meeting were corrected as follows:
Page 2, Public Relations Report, number 1 - Gary H. Knutson should be changed to Gordon D. Knutson.

The minutes of the April 12 meeting were approved as corrected.

President Stanford welcomed all the new board members. Vice President Johnson will introduce the new board members later. President Stanford explained that this is the first of three meetings being held jointly with the old and new board members. At the third meeting new board members will elect officers. President Stanford explained that a message has been prepared to familiarize the new board members with the Union and UBOG procedures. New board members should talk with the program staff, and board members to find out which committee they would be most interested in. President Stanford outlined the remaining events which the present and new board members should attend.

Big Ten Conference on Student Unions

President Stanford passed the Schedule of Discussions around to the board members and reviewed the Big Ten Schedule. A count was taken on how many new board members plan on attending the various banquets and dinners. President Stanford read the assignments

for the delegates from Minnesota for the conference. He went through the procedure in discussion rounds with the board. President Stanford encouraged new board members to attend the conference discussions. He reminded the board that we are host to a conference that we have promoted for several years, and some other schools have not had much interest in this conference. If we make this an excellent conference, other schools will be encouraged and have more interest in a conference every year.

Executive Committee Report

- 1) Ellen Fitzgerald reported on the Union Board Council meeting. She stated that the UBC has been planning what they are going to do for the remaining part of this year. They are planning to work on the Creative Arts Festival among other things.
- 2) President Stanford reported that the dedication of the fountain presented by Regent James Ford Bell will take place on May 18 during the Creative Arts Festival. The Executive Committee will assume the responsibility for the arrangements.
- 3) President Stanford announced that Ellen Fitzgerald was not excused for her absence on April 12.

The Executive Committee will not be meeting this Friday.

House and Finance Committee Report

- 1) Ron Moe reported on a house rules exception.

Motion k-1694

Ron Moe moved that the board make an exception to the house rules to allow the game room to be reserved for a Bridge Tournament on May 11 from 3:30 until 6:00 p.m.

Motion seconded and carried.

Ron Moe announced that he will be glad to explain more about the House and Finance Committee to anyone who is interested.

Program Committee Report

- 1) Karen Cravens explained that there was not Program meeting this week so she is bringing a co sponsorship before the board.

Motion K-1695

Karen Cravens moved that the board approve a co sponsorship between Campus Carnival Committee and Noon Programs for a Noon Program on April 26.

Motion seconded and carried.

Personnel Committee Report

- 1) Charles Nightengale went through the purpose and schedule of the Spring Retreat for the benefit of the new board members. He stated that this Spring Retreat should be attended by all new and present board members.
- 2) Charles Nightengale explained that he has received several nominations for the key awards although only one was adequate. An explanation of why the person was recommended to receive the award should be included.

Vice President Johnson introduced the new board members and guests.

Public Relations Committee Report

- 1) Jim Cameron stated that he needs someone to help him put up the display for the Big Ten Conference.
- 2) Jim Cameron announced that the new board members should sign up to have interviews on the Union Show on WMMR.
- 3) Jim Cameron explained what will be included in the new board notebooks.

Old Business

None

New Business

None

Announcements

- 1) Vice President Johnson urged the new board members to talk with old members to get a clear idea of what goes on in the different areas.
- 2) Vice President Johnson explained the procedure used in election of officers and choices of areas.

The meeting adjourned at 7:30 p.m.

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

April 26, 1961

I. Standing Committee Reports

- A. Executive Committee
 - 1) Big Ten Conference
 - 2) Folder materials
 - 3) Minnesota Plan - Mr. Starr
 - 4) ACU - Mr. Starr
 - 5) Announcements

- B. House and Finance Committee
 - 1) Room Request
 - 2)
 - 3)

- C. Program Committee
 - 1) Budget (Program)
 - 2) Reorganization
 - 3) Area Reports
 - 4)

- D. Personnel Committee
 - 1) Merit Reception
 - 2) Spring Board Retreat
 - 3)
 - 4)

- E. Public Relations Committee
 - 1) Campus Carnival
 - 2) Bulletin Boards
 - 3) Announcements
 - 4)

II. Old Business

- A. Board Reorganization

III. New Business

IV. Announcements

- A. Next week's meeting - Elections

V. Adjournment

The next meeting will be held in Room 346 at 6:30 p.m. on May 3, 1961.

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 26, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Joyce Cremers, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, John Hake, Douglas Johnson, Kay Jordan, Dr. David LaBerge, Ronald Moe, Charles Nightengale, Mr. Walfred Federsen, Richard Stanford, Mr. Gordon I. Starr, Dr. E. L. Thomas, Mr. Douglas Wolfangle

Members Absent:

Judy Gilquist, Sidney Kaplan, Dr. Donald R. Zander

New Board Members Present:

Barry Lazarus, Larry Leventhal, Kay Balzer, James Tremann, Kathryn E. Wagnild, Karen Quam, Jane Rohrer, Karen Poulson, Myra Shiff

Others Present:

Ron Farrett, Program Director, Ted Kaul, Program Consultant, Debbie Charnley, Daily Reporter, Donna Brown

The meeting was called to order at 6:50 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the April 19 meeting were approved as read.

President Stanford introduced Richard Sternberg, who is the first student to bowl a 300 game in the Coffman Memorial Union Lanes, in an official league.

President Stanford stated that this is the second of three meetings in this transition period of changing boards. The Union Board is a continuous organization but its membership during this three week period in the Spring changes some of its members. Next week is the last meeting with the two boards. The last item of business on the agenda next week will be the election of officers. On May 10, the new officers will be installed.

Executive Committee Report

- 1) President Stanford explained that the report on the Big Ten Conference will be available in the Program office. This 42 page summary of the conference should enlighten, especially new board members, as to what the Union is concerned with.

President Stanford commented on the fine delegations sent from other colleges and Universities. Thanks especially to the Arrangements and Planning Committee, the conference went along smoothly with few noticable mistakes.

President Stanford was commended for his excellent job in working on the Big Ten Conference.

- 2) President Stanford commented on the different materials in the board folders. "Definition and Functions of the Board Member", "Philosophy of the Student Union" by Jim Heltzer, and "The You And The University", by Pete Meyer were the three main reports in the folders. These materials are all worth reading to better understand the Union in general terms.
- 3) Mr. ^{STARR} commended the boards on the good job that they did with the Big Ten Student Union Conference.

Mr. Starr made several comments explaining the "Minnesota Plan" to the board members. This plan is the philosophy that has underlined the Department of Student Unions since its origination. He stated that at one time we had the separation of men and women on campus. When they were able to combine this, they came up with the Coffman Memorial Union. This plan does not hold true at many other institutions. Our philosophy has been that those that serve on the board should have the full knowledge of the board, and should gain by their experiences on the board so that it is of value to them. We believe that those that use the Union should be those that govern it. The Alumni, the Administration, the faculty, and the students are all represented on the board because they all make use of the Union. We have a larger percentage of students on the Board because the Union is used mostly by students. Also, many other institutions don't allow the students to take care of the entire budget. Board members should remember that there are staff members to do the technical preparation of the budgets and other similar matters. The Program staff will assist with technical procedures in programing including interpretation of policies, but the programing belongs to the students and will not be carried out by the staff.

- 4) Mr. Starr gave a report on the Association of College Unions Conference that he recently attended. He stated that there were 32 sessions on different phases of union activities. He read some of the titles of the sessions and what they were about. Mr. Starr reported that he had the opportunity to tour two student centers. One of the centers was the air force center, the other was Rastell Center at Colorado College. He saw many facilities of interest at these centers. Mr. Starr also had the opportunity to show the Union movie "The You In the Union" which made a very favorable impression on other delegates.

Ron Barrett gave his impression of the ACU Conference. He reported that the central theme was the concern of the delegates to try to understand the college student and meet his needs. Another point that was stressed was the emphasis that they hope student unions will place on International programming. The Third point brought out was the growth of the Association of College Unions throughout the country and also the common purpose that unites unions. Ron announced that there are some materials brought back from the conference that are available now.

- 5) President Stanford reminded the board that the Big Ten Student Union Conference folder is available now in the Program office.

President Stanford asked that any notes that need to be sent to another board member during the course of the meeting should, of course, be only business and not personal.

House and Finance Committee Report

- 1) Ron Moe brought a house rules exception before the board.

Motion K-1696

Ron Moe moved that the board make an exception to the house rules to allow the Engineer's Day to stage a bridge tournament in the Game Room from 3:30 p.m. until 7:00 p.m. on Thursday, May 4, 1961.

Motion seconded and carried.

Program Committee Report

- 1) Kay Jordan announced that the Program Committee approved the general budget for next year. She read the budget briefly by areas. The budget for this year is \$28,866.00 compared with \$27,723.00 for last year. If there are any questions, Kay will be glad to answer them.
- 2) Kay Jordan announced that the Program Committee approved the Reorganization of some of the areas today. She read the changed area distribution.
- 3) Area reports were given by area directors. Marolyn Downing reported on the Fine Arts Area. She reminded the board to see the photography show now in the gallery. She stated that the canvases left over the years are now being returned when the committee finds the owners.

There is a series of four workshops going on in photography in the Art Craft Studio. This is a good time for people to work on individual projects. They are planning a big program during the Creative Arts Festival.

Marcia Duffy reported on the Music Area. She stated that the Union Jazz Workshop has approximately two programs scheduled for the Creative Arts Festival. "Cannon Ball Adderly" will present one program. "Leonard Feather" will be another guest. There will be a number of programs planned by the Music area each day of the Creative Arts Festival.

Marcia Duffey reported on the results of the Notre Dame Jazz Festival. Our representative did not place in the running.

The Board was reminded that the annual Big Ten Bowling meet will be held here this weekend.

Personnel Committee Report

- 1) Charles Nightengale reported that only a few recommendations for Key Awards have been turned in. The deadline will be extended until next Wednesday, but they must be turned in by then.
- 2) Charles Nightengale asked the board members to request that the committee members attend the merit reception.

Public Relations Committee Report

- 1) Jim Cameron reported that WVMR will be representing UBOG again at the Campus Carnival this year. Board members should stop in at that booth.
- 2) Jim Cameron reported that the Public Relations Committee is looking into the possibility of the UBOG getting their own bulletin boards to put around campus.
- 3) Jim Cameron announced that the State of the Union Page will not be out this Friday.

Old Business

- 1) Douglas Johnson reported on the board reorganization. He stated that in the process of reorganizing, we will have to make some Constitutional changes. The membership will be changed from 20 to 18 members. The student membership will be 13 instead of 15. The structure of the board for next year will be : 18 members, 13 students, (9 appointed, 4 elected.) It also had been suggested that we withdraw from campus elections. This was checked with opinions on campus, and the general opinion was that this would not be a good move, so this will not be carried through. The Motion that stated that the UBOG would like to withdraw from campus elections should be rescinded.

Motion K-1697

There was a motion made to rescind Motion K-1666 which stated: That the board membership be changed to include 17 students, that we withdraw from campus elections, and that we withdraw the office of secretary and add secretary treasurer.

Motion seconded and carried.

Motion K-1698

Douglas Johnson moved that the Union Board of Governors make application to the Regents to have their Constitution changed so that there will be 1) 18 members 2) The student membership will be 13 3) 9 will be appointed, and 4) elected, 4) the office of secretary shall be changed to secretary treasurer.

Motion was seconded.

Motion K-1699

It was moved that the board vote on the motion to amend the Constitution.

Motion seconded and carried.

Motion K-1698 was carried.

Motion K-1700

It was moved to rescind the motion to amend the Constitution on the grounds that if the board itself applies to the Board of Regents for the Constitutional changes, this would have to go through campus elections.

Motion seconded and carried.

Motion K-1701

Douglas Johnson moved that the Union Board of Governors request Vice President Willey to present the following Constitutional changes to the Board of Regents of the University of Minnesota. Those proposals are: 1) 18 members, 2) the student membership will be 13 3) 9 will be appointed and 4) elected 4) the office of secretary shall be changed to secretary treasurer.

Motion seconded and carried.

2) Douglas Johnson announced that on checking on the standing committees they have found that there are only 17 members represented. This was due to a typographical error. The student omitted will be on the Program Committee.

3) Douglas Johnson asked that people considering positions for next year make themselves very familiar with this new plan.

Mr. Starr asked that the board members first think of themselves as a board members. He stated that our Constitution is the most important thing that we have. In 20 years of operation, we haven't made more than approximately four changes. This speaks well for the Constitution and those who have been working with it.

New Business

Mr. Starr explained, for the benefit of the new board members, that each quarter he makes an SCSA report on how we adhere to the rules and regulations. At the last meeting of the SCSA, he suggested that they might want to see the film "The You In The Union". ON May 5, the movie will be shown and there will be an informal meeting with the SCSA.

The general opinion of the board was that the Senate Committee on Student Affairs should be invited.

Announcements

President Stanford stated that at the next board meeting there will be an election of officers, and board members will turn in their preferences regarding committees and area or standing committee assignments.

President Stanford stated that he is giving Ted Kaul his schedule of when he will be available to talk to new board members. He will try to be available to talk to board members whenever it is possible for the board members and himself.

President Stanford stated that the Reorganization Committee is ready to conclude its work this evening. They are coming very close to the completion of many long meetings of discussion concerning this reorganization. This reorganization will enable us to present a much more efficient program for the campus. It was probably one of the most creative efforts in three years.

The next meeting will be held in Room 346 of Coffman Memorial Union at 6:30 p.m. on May 3, 1961.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 3, 1961

- I. Standing Committee Reports
 - A. Executive Committee
 - 1) MSA Human Relations Statement
 - 2) Social Service Program 1961-62
 - 3) Fountain Dedication
 - 4) Election Rules
 - 5) UBC
 - 6) Announcements
 - 7) Concluding Remarks
 - B. Program Committee
 - 1) Creative Arts Festival
 - 2) Co sponsorships
 - 3) Area Reports
 - 4)
 - C. Personnel Committee
 - 1) ~~Announcements~~ Chairmanship Approvals
 - 2) Announcements
 - D. Public Relations Committee
 - 1) Announcements
 - 2)
 - 3)
 - 4)
 - E. House and Finance Committee
 - 1) Room Requests
 - 2) Budget Program
 - 3) Chairs
 - 4)
- II. Old Business
 - A. Big Ten
 - B. Vice Presidents Report
- III. New Business
- IV. Election of Officers
 - A. Election of President
 - B. Election of Vice President
 - C. Election of Secretary Treasurer
- V. Installation of new board
 - A. Installation of new board members
 - B. Installation of new officers.
- VI. Announcements
- VII. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 3, 1961

Members Present:

Jim Cameron, Carole Clifford, Karen Cravens, Joyce Cremers, Marolyn Downing, Marcia Duffy, Ellen Fitzgerald, Judy Gilquist, John Hake, Douglas Johnson, Kay Jordan, Sidney Kaplan, Dr. David LaBerge, Ronald Moe, Charles Nientengale, Mr. Walfred Pedersen, Richard Stanford, Mr. Gordon L. Starr, Dr. E. L. Thomas

Members Absent:

Mr. Douglas Wolfangle, Dr. Donald Zander

New Board Members Present:

Barry Lazarus, Larry Leventhal, Kay Balzer, James Tremann, Kathy Wagnild, Karen Quam, Jane Rohrer, Karen Poulson, Myra Shiff

Others Present:

Ron Barrett - Program Director, Kathy Dibble, Creative Arts Festival Chairman, Alice Birkins - Daily Reporter, Donna Brown

The meeting was called to order at 6:40 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the April 26 meeting were approved as read.

Executive Committee Report

- 1) President Stanford reported that the Minnesota Student Association has sent out a statement entitled "Your Rights as a Student of the University of Minnesota". They are seeking the approval of other campus organizations and various departments of the University. These organizations and departments are being asked to endorse these statements. The UBOG Executive Committee sent a message to Norman Uphoff, who had asked us to endorse the policy commending them for what appears to be an excellent job in formulating the statement, but expressing the fact that it is not in our realm of activity to officially deal with such a statement.
- 2) President Stanford reported that the Social Service Council at the University has sent out a form to campus organizations informing them of the various educational and fund raising drives that the council will be sponsoring next year. They are requesting organizations to assume organizational responsibility for these various activities. The Executive committee considered the Campus Carnival on Friday and discussed the possibility of the Union Board of Governors accepting responsibility in this area. A special Ad-hoc Committee should be set up by the next board to study the matter of assuming responsibility for Campus Carnival or some other event.

- 3) President Stanford explained that originally the Executive Committee had asked Regent James Ford Bell to attend the dedication ceremony for the fountain on May 12 if it was possible. Regent Bell will be out of town attending a conference at that time. May 18 has been decided on as the date that the fountain will be dedicated. The Executive Committee will continue to carry out the plans for the Dedication.

Jim Cameron suggested that we look into the idea of dedicating this fountain to Mrs. Bell, who has recently passed away.

- 4) President Stanford outlined the general election rules for the board.
- 5) Douglas Johnson gave a report on the Union Board Council. The Tuesday night meeting was an evaluation session, on the part of the members, on their year's activities. The URC generally felt that this was a very worthwhile project. There are many things that they did that benefited the Union, University, and themselves, and they felt that they were a definite asset to the Union. They discussed their objectives, their progress, and their activities. They tried to relate these to their over-all purpose. They came out with a list of suggestions for next year's council hoping that they will be taken into consideration.
- 6) President Stanford announced that the next meeting of the Union Board of Governors will be on Wednesday, May 10, at 6:30 p.m. in Room 346 of Coffman Memorial Union.
- 7) President Stanford made some concluding remarks to the Union Board, since this is the last Executive Committee Report for this year. He stated that they have, in the Executive Committee meetings on Fridays, dealt with a great many things during the course of their responsibility for the year. They have done a very good job and Dick stated that he is proud of their work. President Stanford commended Dr. E. L. Thomas who has actively participated on this committee. He expressed thanks to the old board members for the excellent job that they have done this year. He stated that this year's board has made some very significant progress in a number of areas. The board has improved their own meetings, procedures, and programing. In his opinion the Union Board Council provides the best orientation program for freshmen on this campus. The Big Ten Conference, the Reorganization program, and the fees study activities are a few of the most significant activities carried out through the year. He stated that one area where there needs to be improvement is regarding communications with the students on campus. Reorganization is another problem that confronts the new board. There will have to be many adjustments because of this new reorganization. There is a need for more policy making at the board meetings instead of just hearing reports. These are major areas that should be of concern to next year's board.

Program Committee Report

- 1) Kathy Dibble gave a short report on the program and progress of the Creative Arts Festival. She brought one of the posters to be used to the attention of the board. Brochures on the Creative Arts Festival will be distributed some time next week. Also, there are seals that will be used on the large posters representing the Festival.

Kay Jordan expressed her appreciation for the work that Kathy Dibble has put into this Festival and also the work that the committees have done.

- 2) Kay Jordan announced that the Program Committee has approved two co sponsorships. One is between Focus and Orchesis for a coffee hour with Gertrude Lipencott on May 17th at 8:30 p.m. in the Women's Lounge.

The other co sponsorship is between the Islamic Culture Society and American-Foreign Students for a panel discussion "Political Trends in the Moslem 'World'" on Thursday, May 11 from 7 to 10 p.m. in the Women's Lounge.

- 3) Sid Kaplan gave a report on the Big Ten Bowling Conference held last weekend. Wisconsin placed first in the Team events. Minnesota placed first in the doubles, and the three-game singles winner was from Minnesota.

Joyce Creiners gave a report on her area for the Creative Arts Festival. She explained something about the different plays that are going to be presented. Open auditions were held for amateur talent.

Kay Jordan expressed her thanks for the hard work that the Program Committee has done during the year. She also thanked the Board members who showed an interest and attended Program meetings. She felt that working in the Union has been a very important part of her education.

President Stanford passed around materials brought back from the ACU Conference.

Personnel Committee Report

- 1) Charles Nightengale reported on chairmanship approvals.

Motion K-1702

Charles Nightengale moved that the board approve John Lenker as the Public Relations Bureau Chairman.

The motion was seconded.

Marcia Duffy brought up the fact that if he was approved as chairman tonight, he would have to apply to the new board again next week.

Jim Cameron stated that John Lenker has been working on this committee and because of various duties he has to carry out next week, he should be approved as PR Bureau Chairman even though he must apply again next week.

Motion carried.

- 2) A motion was made to approve the list presented by Charles Nightengale for the Key Awards. There was an addition to the list and the list with the addition were approved.

Charles Nightengale asked that the board members return their invitations to the Merit Reception.

Public Relations Committee Report

- 1) Jim Cameron announced that there will be a Creative Arts Festival issue for the State of the Union page on Friday.

House and Finance Committee Report

- 1) Ron Moe explained that every year the Union gives contracts to certain student organizations who need office space.

Motion K-1703

Ron Moe moved that the board approve the following list for student organizations to have offices.

IFC - Panhel Room 225-226
Board of Residence Halls - Room 203
MSA - Room 213
Alpha Phil Omega - Room 214
Gamma Sigma Sigma - Room 214
YWCA - Room 215
UMRA - Room 347
Flying Club - Room 348
Povers - Ski Club - B62

Motion seconded.

There was some discussion concerning whether or not to wait for the application of the Foreign Student Council or give the room to some other organization.

Motion carried.

- 2) Ron Moe reported on the budget program. This report, due to the length of the legislative session, can not be completed. The University budget request has not been officially completed.

President Stanford pointed out that the old board has always approved the budget for the next year, but this year the new board will be given the privilege of deciding their own budget.

Mr. Starr reminded the board that the program budget has been approved and that the remainder of the budget is less flexible and would depend on the University for such items as salaries.

- 3) Ron Moe announced that the 200 chairs for the meeting rooms on the third floor have arrived.

Old Business

- 1) President Stanford explained to the board that he had received some very complimentary letters from some of the Union representatives who had been at the Big Ten Conference.

Ron Barrett suggested that the letters be posted.

- 2) Vice President Johnson presented a mock report on changes for Coffman Memorial Union.

New Business

- 1) Mr. Starr gave a memento to the old board members in the form of a piece of stone inscribed "CMU '59-'60 which was taken from the large piece which fell from the roof when lightning struck the building last year.

Mr. Starr commended the graduating Seniors on their excellent job on the board.

Pen and calendar sets were presented to the board members who are leaving this year.

President Stanford was presented with a gavel with an inscription on it. President Stanford has served on the board for three years.

Election of Officers

President Stanford stressed the importance of the next decisions the new board members are going to make concerning the election of officers.

The nominees for President were Ron Moe and Jim Cameron.

Ron Moe explained his concept of the office of President of the Union Board of Governors. He stated that the purposes of the Union Board are primarily based around service. Programming is the second feature of the Union. He believes that the UBOG President is the person who is responsible for coordinating, guiding, and evaluating the functions of the board. He should see that the business meetings are run efficiently and smoothly and that judgements are well-considered.

Jim Cameron explained his plan of unity. He feels that there has been a lack of unity in the Union Board of Governors. He believes that there should be more open discussion and controversy during the board meetings. There should be a unity in the way we decide policies. The President's main responsibility is to lead the board in solving problems.

Ron Moe was elected the Union Board of Governors President.

Nominations were opened for Vice President. Karen Cravens and Jim Cameron were nominated.

Jim Cameron was elected the Union Board of Governors Vice President.

Nominations were opened for Secretary, Treasurer. Karen Cravens and Jim Tremann were nominated.

Karen Cravens was elected the Union Board of Governors Secretary Treasurer.

The new board members handed in their choices for standing committee chairmanships and positions on the committees.

The officers and new board members were installed.

The meeting adjourned at 9:05 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 10, 1961

- I. Executive Committee Report
 - a. Elections
 - b. Area Assignments
 - c. Announcements

- II. Old Business

- III. New Business

- IV. Adjournment

The next board meeting will be held at 6:30 p.m. in Room 346 on May 17, 1961.

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 10, 1961

Members Present:

Jim Cameron, Karen Cravens, Carole Clifford, Ronald Moe, Barry Lazarus, Larry Leventhal, Kay Balzer, Jim Tremann, Kathy Wagnild, Karen Quam, Jane Rohrer, Karen Poulson, Myra Shiff, Dr. David LaBerge, Mr. Walfred Pedersen, Dr. Donald Zander, Mr. Douglas Wolfangle

Members Absent:

Mr. Gordon L. Starr, Dr. E. L. Thomas

Others Present:

Ron Barrett - Program Director, Ted Kaul - Program Consultant, Ron Loomis - Program Consultant, Deanna Cartier - Chairman of Square Dances, Maurice Hobbs - Daily Reporter, Donna Brown

The meeting was called to order at 6:40 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the May 3 meeting were approved as read.

Executive Committee Report

- 1) President Ron Moe stated that at the last meeting the officers were elected. There are two people who will be elected to the Executive Committee tonight. A student member-at-large from the board and a faculty member from the board will be elected.

The student member who will be on the Executive Committee was elected. Jim Tremann will be the student member and represent the different areas on the Executive Committee.

The faculty member who will be on the Executive Committee was elected. Dr. E. L. Thomas from the St. Paul campus will represent the faculty on the Executive Committee.

- 2) President Ron Moe stated that the standing committee appointments will be made on Thursday, May 11, and will be posted.

Motion K-1704

Jim Cameron moved that the Union Board of Governors add another member to the Public Relations Committee in order to make it a four member committee.

Motion seconded

There was some discussion concerning the way in which this member would be appointed. One member of the board would be on two committees.

Jim Cameron stated that the Public Relations Committee is also an area and there are extra duties which would require another member.

Jim Cameron also suggested that one member could be taken off of the Program Committee making the membership of the Public Relations Committee and the Program Committee equal.

This would not be a constitutional change, but would be a change in the By-Laws.

It was suggested that the motion be changed to read that one member of the Program Committee be put on the Public Relations Committee.

Motion K-1704 was withdrawn.

Second was withdrawn

Motion K-1705

Jim Cameron moved that one of the student members on the Program Committee be removed from that committee and placed on the Public Relations Committee.

Motion seconded and passed.

President Ron Moe introduced the board members giving their areas.

- 3) Vice President Cameron gave a report on pre-planning for the next quarter. Room reservations for Fall Quarter and next year have to be in by June 1. Programs should be planned for next year so that Room reservations can be handed in by that time.

The Program Committee will have a meeting in Room 227 at 2:30 p.m. on Tuesday May 16, 1961.

The Fountain Dedication will be held during the Creative Arts Festival on Thursday afternoon on the 18th of May. Details are not yet known. All Board members are expected to attend the dedication.

The picture of President Wilson was shown to the board. This picture would be purchased from the University and put in the board room. The board felt that the picture should be purchased and the price and other details will be locked into.

President Moe passed around a booklet "These Are Our Best" which tells different types of Union programs that are usually successful. This would give the board members good ideas on money raising and quality programs.

A letter inquiring about the Union Board's possible participation in a social service program was received. Whether or not we should assume the responsibilities of an event like Campus Carnival will be investigated by a special Ad hoc Committee which will be appointed by Ron Moe. Our plans have to be decided soon because the All University Calendar will be planned in the near future.

President Moe stated that the Board Room, 227, has been changed around to be more of a business type office.

Carole Clifford reported for the Personnel Committee. Chairmanship openings are open on Thursday, May 11. This means that none of the current acting chairmen will be in office. They all have to reapply for their positions for next year. They will be open through Friday, May 19. Carole stressed the importance of getting personnel early. You cannot do anything without good chairmen and good committee members. The Personnel Committee will take care of informing the general campus and the board members should talk to people they know who might be interested and qualified.

Chairmanship evaluations are due on Friday, May 12.

Carole Clifford showed the board the plaque which is presented to the outstanding committee of the quarter. This was started last year. The winners for last year were: Fall Quarter - Noon Programs, Winter Quarter - Dance Instructions, and Spring Quarter - Art Craft Studio. The winner for this Fall Quarter was WMFR. Carole Clifford presented Deanna Cartier with the plaque for the outstanding committee for Winter Quarter which is Square Dance Committee. This is an award presented by the Personnel Bureau. They make judgments on the growth of the committee over the past year, quality and quantity of the members, and the activities and improvements in programming.

Carole announced that since the members of the Personnel Committee have not yet been appointed, cards with the schedules of the members should be put in her box after they are appointed. The members will then be notified concerning the meeting time.

The Merit Reception is on May 16. If any chairman hasn't received an official invitation, they should talk to someone on the Personnel Committee.

Class schedules for this year were handed out.

New Business

President Ron Moe reminded the board members that if they want to reserve a room for committee meetings, make the reservations in the Assistant to the Director's office.

Vice President Cameron handed out guest invitations to a private preview of the new film "One Eyed Jack" at the Westgate Theater at 8:00 p.m. on Thursday, May 11. This gift was brought about by the Candid Camera Contest.

Ron Barrett reminded the board members to attend events being held during the Creative Arts Festival.

The next meeting will be held in Room 346 of Coffman Memorial Union at 6:30 p.m. on May 17.

Meeting adjourned at 7:25 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 17, 1961

I. Standing Committee Reports

A. Executive Committee

- 1) Barry Halper
- 2) Fountain Dedication
- 3) Picture
- 4) Membership Cards
- 5) Meeting Time

B. Program Committee

- 1) Summer Programming Report
- 2) Co sponsorships
- 3) All University Calendar
- 4) Area Directors Conferences
- 5) Announcements

C. House and Finance Committee

- 1) Meeting Time
- 2) Vending Machine Consultation Committee
- 3) International Student Lounge

D. Public Relations Committee

- 1) General Statement of Policy
- 2) Appeal to Individual Groups
- 3) UBOG Dog
- 4) Welcome Week Booth

E. Personnel Committee

- 1) Merit Reception Report
- 2) Chairmanship Approvals

II. Old Business

III. New Business

IV. Announcements

- A. Letter From Gordon L. Starr
- B. Room 347

V. Adjournment

The next meeting will be held in Room 346 at 6:30 p.m. on May 24, 1961.

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 17, 1961

Members Present:

Jim Cameron, Carole Clifford, Ronald Moe, Barry Lazarus, Larry Leventhal, Kay Balzer, Jim Tremann, Kathy Wagnild, Karen Quam, Jane Rohrer, Karen Poulson, Myra Shiff, Mr. Gordon L. Starr, Dr. David LaBerge, Dr. E. L. Thomas, Dr. Donald R. Zander, Mr. Douglas Wolfangle,

Members Absent:

Karen Cravens, Mr. Walfred Pedersen

Others Present:

Mr. Ron Barrett - Program Director, Judy Mizinski - Daily Reporter, Ted Kaul - Program Consultant, Donna Brown

The meeting was called to order at 7:10 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the May 10 meeting were approved as read.

Executive Committee Report

- 1) President Ron Moe announced that a Barry Halper Scholarship Fund has been set up in memoriam of Barry Halper. Contributions will be accepted through the Greater University Fund and the scholarship will be awarded annually to a student in radio work, as long as funds are available.
- 2) President Moe reminded the board that the Tacca Fountain Dedication Ceremony will take place at 12:30 p.m. on Thursday, May 18. Board members are expected to attend the ceremony. Mr. Starr stated that this dedication will be brief. There will be remarks by Dick Stanford who is the chairman of the Dedication Committee. Ellen Fitzgerald will give some background of the fountain. President O. Meredith Wilson will give a tribute to the late Regent James Ford Bell. This will be followed by the unveiling of the plaque which is on the side of the fountain at the base, by President Ron Moe. This will conclude the ceremony. The grandson of Regent Bell will be here to represent the family. There will be a luncheon following the ceremony for a number of people including several of the board members, President Wilson, Peter Bell, several people from the medical school and the library, and others.

Ron Moe read a resolution which is a tribute to the late Regent Bell for the Union Board to approve.

Motion K-1706

It was moved that the following resolution be accepted by the Union Board of Governors.

In Memoriam to the late Regent James Ford Bell

The Coffman Memorial Union Board of Governors presents this resolution as a tribute to the late Regent James Ford Bell, ardent alumnus and friend of the University of Minnesota, in recognition of his leadership and many years of loyal and self-less service to his alma mater. For twenty-one years he served on the Board of Regents, where his counsel was of great importance to the growth and development of the University.

His generosity to the University through the Bell Book Collection, the Museum of Natural History, and the Tacca Fountain, as well as many other significant gifts exemplify a true benefactor of the University. Even though he gave generously, he felt he could never repay the University. This is a man to be deeply admired, and respected.

And indeed, he was deeply admired and respected. His leadership in industry, and as a member of numerous boards of directors and community organizations has brought fame to the city of Minneapolis and the state of Minnesota. His deep interest in the development of students both in the classroom and in the extra-curriculum has been keenly felt and has deeply affected the University.

One of the many projects to which Mr. Bell gave his support was Coffman Memorial Union. But for his help at a critical time of need, this building might never have been completed. Truly, we have reason to pay tribute to this great alumnus of the University of Minnesota.

Be it, therefore, resolved that this resolution be transmitted to his family, to President O. Meredith Wilson, and to the Board of Regents of the University of Minnesota.

Ronald Moe, President
Union Board of Governors

Motion seconded and passed.

This resolution will be presented tomorrow at the dedication.

- 3) President Moe reported that the Executive Committee, acting on the feelings of the board expressed at the last meeting, has decided to purchase the picture of President O. Meredith Wilson to have in the Board Room.
- 4) President Moe passed around membership cards to the board members. These cards can be used as identification for which all UBOG members have a free double pass.
- 5) The Executive Committee meeting will be held at 2:30 p.m. on Monday, May 22, in Room 227.

Program Committee Report

- 1) The Summer Programming Report will be presented next week.
- 2) Vice President Jim Cameron reported on co sponsorships.

Motion K-1707

Jim Cameron moved that the board approve a co sponsorship between UBOG Focus Committee and the Student Peace Union for a discussion on May 24, at 3:30 p.m. in the Men's Lounge. "The Cuban 'Problem'" will be discussed by five student leaders.

Motion seconded and carried.

Motion K-1708

Jim Cameron moved that the board approve a co sponsorship between the American-Foreign Students and the Indo-American Club for the 7th Annual Midwest Indian Student Convention which will include a luncheon-dinner, and a Variety Show. It will be held on June 17, in the Main Ballroom from 12:00 to 2:00 and from 6:00 to 8:30 p.m.

Motion seconded and carried.

- 3) Vice President Cameron announced that the All University Calendar dates for the next school year were set up today at a meeting which Ron Barrett and he had attended. Vice President Cameron read the dates for our big events next year. They are as follows: September 18 - Coffman Capers, October 28 - Homecoming Dance, December 2 - Christmas Semi-Formal and December 4,5,6,-Christmas Sing, January 26, 27, and 28 - Ski Train, April 1,2,3,4,5,6, and 7 - Creative Arts Festival, May 15 - Coffman Memorial Union Merit Reception.
- 4) Vice President Cameron handed out a sheet with the times on it for Monday and Tuesday of next week that he can meet with Area Directors. Each Area Director should look this over and decide on a time they can meet with Jim Cameron.
- 5) Vice President Cameron asked that the board members clean out the files in Room 231 and keep only those materials that they need.
- 6) Jim Cameron stated that anyone that wants to cosponsor with the Union must put a note in his box at least one week before the program is to take place. This is especially important for Union committees who want to co sponsor with some other group.
- 7) The Program Committee will meet at 3:30 p.m. on Wednesday, May 24, in Room 227.

House and Finance Committee Report

- 1) Jane Rohrer announced that the House and Finance Committee will be meeting every Monday at 3:30 p.m. in Mr. Starr's office.

2) Jane Rohrer asked that any board members that are interested in being a member of a special ad hoc committee set up to decide on a policy dealing with the vending machines put a note in Karen Craven's box in Room 231.

3) Jane Rohrer reported on the International Student Lounge.

Motion K-1709

Jane Rohrer moved that the sum of \$30,000 previously set aside by the board for the renovation of the Cross Lounge be reduced to \$17,000 and that the alternate plan from the University Physical Plant be used to work out the details of the renovation in consultation with the Foreign Student Council.

Motion seconded.

Vice President Cameron objected to the words "in consultation with the Foreign Student Council" being stated as part of the motion. He felt that we certainly would consult with them without it being a part of the motion.

Motion K-1710

Vice President Cameron moved to amend the motion by deleting the words "in consultation with the Foreign Student Council".

Motion seconded.

There was some discussion concerning the great reduction in the amount of money to be spent on the lounge. Jane Rohrer and Mr. Starr explained some of the changes that resulted in the smaller estimate. No specially built glass cases, a reduction in the amount of furniture, and a change in the kind of lighting were some of the changes in the plans. Another reason that the second estimate is smaller is that when an architect made his first estimate, he made it the maximum so that the board wouldn't have to allocate more money when the final plans are drawn up.

The question was called.

Motion K-1710 to amend was defeated.

Motion K-1711

It was moved to table Motion K-1709 until the plans can be presented to the board.

Motion seconded and carried.

Group pictures of the board were taken.

Motion K-1709 was returned to the table.

The plans for the International Student Lounge were shown and explained to the board members.

The question was called.

Motion K-1709 was carried.

Public Relations Committee Report

- 1) Myra Shiff reported that the Public Relations Committee discussed the basic Union policy at their meeting. She stated that since the Union is a service organization and is responsible for programming to all factions on campus, we should be certain that programming and publicity are hitting the desired groups, and area directors should keep this in mind when planning their activities.
- 2) Myra Shiff explained the idea of direct appeal to individual groups on campus for their advertising. She and the PR Committee felt that this would be a better way of advertising. They will urge the dorms, religious organizations such as the Greeks to co sponsor programs with the Union. If any board members are interested in helping with this, they should let her know.
- 3) Myra Shiff stated that the Public Relations Committee has decided to abolish the UBOG Dog and try to find a more suitable symbol of the Union Board of Governors.
- 4) Myra reported that the Public Relations Committee will set up a booth on the second floor of the Union on September 21 during Welcome Week.
- 5) The Public Relations Committee will meet on Tuesday, May 23, at 2:30 p.m. The room will be announced later.

Personnel Committee Report

- 1) Carole Clifford announced that there were approximately 170 people at the Merit Reception. The winners of the Merit Key Awards, Staff Awards, and Special Awards at the reception are as follows:

Key Awards

Key Balzer	- - - - -	Single Swing, Chairman
Sue Barwise	- - - - -	UBC
Louise Blair	- - - - -	Literature Coordinator, CAF
Deanna Cartier	- - - - -	Square Dance, Chairman
Kathy Dibble	- - - - -	Dance Instruction, Chairman CAF General Chairman
Denny Farrington	- - - - -	Ad Agency, Chairman
Jackie Hancock	- - - - -	On-Campus Publicity Coordinator, CAF

Harry Lazarus	Bridge-Chess, Chairman
Larry Leventhal	Noon Programs, Chairman; WMMR
Nelson McMillan	Off-Campus Publicity Coordinator CAF
Marilyn Moberg	Talent Associates, Chairman
Jim Reuper	Dance Instruction, Single Swing
Jane Rohrer	Christmas Sing, Chairman; Music Coordinator CAF
Pamela Shepherd	Dance Instruction
Terry Stewart	Co-Rec Nights, Chairman
Kathy Wagnild	Variety Dance, Chairman
Dave Weiss	Graduate Students, Chairman
Barry Halper	WMMR

Staff Awards

Mr. Gordon Knutson
 Mrs. Barbara Andrie
 Mrs. Mildred Joyce

Special Award

Mr. Gordon L. Starr

- 2) Carole Clifford explained that the chairmanship applications don't close until Friday, so chairmanships can't be presented for approval until next Wednesday, May 24. They will be interviewing on Monday from 2:30 until 8:00 p.m. on Tuesday from 6:30 until 9:00 p.m., and Wednesday starting at 2:30 p.m.

Carole read the areas that have no applicants. Board members should recruit more people for their areas.

It was explained that the Christmas Semi-Formal will be the only program put on by the board as a group.

Old Business

- 1) Vice President Cameron brought up the parking problem to Mr. Starr. Mr. Starr explained that because there are so many groups on campus that the University administration did not approve the Board's request for special parking privileges. Jim Cameron suggested that the board be allowed free use of the meters during board meetings and suggested that this be investigated.
- 2) President Moe explained the problem concerning Room 347 and the political groups. A few weeks ago the Union Board approved room contracts for the coming school year. The University of Minnesota Republican Association was the only organization that applied for Room 347. The UMRA has decided that they don't care to share the room with the University Republican Club. This controversy has come up resulting from the fact that the University Republican Club decided that it didn't have sufficient notification of the contract renewal they would have had to have. Ron stated that he considered the notification we gave them adequate.
- 3) Mr. Starr told the board that he will answer any questions concerning the building or anything that the board members may be wondering about.

Mr. Starr explained how the costs of the dinner are taken care of and how often the board has dinners.

Mr. Starr explained that we have a special Liaison Committee which will handle problems with food service, book store, custodial services, or the garage.

- 4) Mr. Starr stated that he will not be at the board meeting next week.

New Business

None

Announcements

- 1) President Moe read a letter of appreciation from Mr. Starr for the special award given to him at the Merit Reception.
- 2) President Moe brought the attention of the board to the Program Staff assignments. There are a few changes for the coming year. Ron Loomis is going to be at the Wisconsin Union in a similar position to what he is in now. Lynn Ye is recommended to move up to his position. Pat Salter is moving back east. She will not be with us on the staff as of the middle of June. Dick Gatchell is going to be moved up to the position of Assistant Director. Jim Herring, Administrative Fellow, will be completing his doctorate degree and will be replaced by Ted Smythe.
- 3) There will be a staff-area directors meeting on May 24 at 3:30 p.m. in Room 346. The purpose of the meeting will be to explore the Program Staff-Union Board relationship. The past board recommends this meeting.

The next meeting will be held in Room 346 of Coffman Memorial Union 6:30 p.m. on May 24.

Meeting adjourned at 8:25 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 24, 1961

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee
 - 1) Evening Orientation
 - 2) Absences
 - 3) Summer Board Meetings
 - 4) Summer Adresses
 - 5) Board Cards
 - B. Program Committee
 - 1) Committee Change
 - 2) Summer Program Report
 - 3) Creative Arts Festival Report - Kathy Dibble
 - 4) Announcements
 - C. Personnel Committee
 - 1) Chairmanship Approvals
 - 2) Name Plates
 - 3) Board Pins
 - 4)
 - D. Public Relations Committee
 - 1) President's Reception
 - 2) State of the Union Page
 - 3) Jim Cameron's Wedding
 - E. House and Finance Committee
 - 1) Student Activities Area
 - 2) Room 347, Again
 - 3) Room Reservations
 - 4)
- III. Special Reports
 - A. Ad-hoc Committee on Campus Carnival
 - B. Summer Programming - Eddie Sc huck
- IV. Old Business
- V. New Business
- VI. Announcements
- VII. Adjournment

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UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 24, 1961

Members Present:

Karen Cravens, Carole Clifford, Ron Moe, Barry Lazarus, Larry Leventhal, Kay Balger, Jim Tremann, Kathy Wagnild, Karen Quam, Jane Rohrer, Karen Poulson, Myra Shiff, Mr. Walfred Pedersen, Dr. Donald Zander

Members Absent:

Jim Cameron, Mr. Gordon L. Starr, Dr. David LaBerge, Dr. E. L. Thomas, Mr. Wolfangle

Others Present:

Mr. Ron Barrett - Program Director, Mr. Dick Getchell - Assistant to the Director, Mr. Ted Kaul - Program Consultant, Kathy Dibble - Creative Arts Festival Chairman, Eddie Schuck - Summer Programming, Donna Brown

The meeting was called to order at 6:45 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the May 17 meeting were approved as read.

Executive Committee Report

- 1) President Moe reported that someone is needed to work with evening orientation during the two day orientation program held every summer. Someone should be there to represent the Union. There is an evening program of six weeks for approximately three hours, four nights a week. This person would have to give a short talk about the Union during the program and talk to the students for a while after the program is over. This person will be appointed next Monday at the Executive Committee meeting.
- 2) President Moe reported that there were two excused absences from the last meeting - Mr. Walfred Pedersen, and Karen Cravens.
- 3) President Moe announced that there will be two board meetings before the next school year. There will be one meeting in July. By that time the final financial report for the year will be ready and other similar items will be taken care of. There will be a mid summer evaluation of programs and planning for Fall Quarter will begin. There will also be a meeting before school starts in September.
- 4) President Moe asked that the board members hand in their summer addresses so that they can be contacted during the summer.
- 5) Board members who didn't fill in a board card last week were asked to do so this week.

Program Committee Report

- 1) Karen Poulson reported on committee changes.

Motion K-1712

Karen Poulson moved that the board approve a recommendation from the Program Committee to change the Christmas Sing from the Special Events Area to the Music Area.

Motion seconded.

It was felt that the Christmas Sing fit under the Music Area better than the Special Events area. Both chairmen agreed to this change.

Motion carried.

Motion K-1713

Karen Poulson moved that the board approve a recommendation from the Program Committee that the Bridge-Chess Committee under the Recreation Area be separated into two committees which would be one for bridge and one for chess.

Motion seconded.

Barry Lazarus pointed out that the Bridge area is growing into a very big committee and chess will probably grow into a bigger committee.

Karen Cravens pointed out that the Program Committee, in the past, announced that these changes have been made (or changes like these) and that it didn't require board approval, because it was a committee change within the same area.

Motion K--1713 was ruled out of order.

- 3) Kathy Dibble gave a short report on the Creative Arts Festival. She thanked everyone for their help with the Festival. The Festival was quite successful. An evaluation meeting was held to decide where improvements could be made for next year. It was agreed by everyone that chairmen should be picked in the Spring of this year for next year's festival. New chairmen could come from the Creative Arts Festival Committee of this year, since some of them have applied for next year.
- 4) Karen Poulson announced that the Program Committee meeting will be on Wednesday, May 31, at 3:30 p.m. in the board office.

Jim Cameron still wants to see the area directors about their pre-planning.

Public Relations Committee Report

- 1) Myra Shiff announced that the Union Board of Governors has been asked to host at the Baccalaureate Reception on Sunday, June 4, at 3:30 p.m. for about one and one half hours behind the Continuation Center. Girls are needed especially. Board members were asked to sign a list that went

around if they could host at this reception.

- 2) Myra reported that the final State of the Union Page is being prepared. Some of the Board members were asked to write the highlights of their programming for the year to be used for this last State of the Union Page.

Personnel Committee Report

- 1) Carole Clifford reported that the Personnel Committee hasn't had time to get all of the applicants in for an interview so they will have to present some of the chairmanships at a later date. Carole presented for approval the chairmanships for which all the applicants have been interviewed.

Motion K-1714

Carole Clifford moved that the board approve Sharon Chernoff for the Fine Arts Gallery Chairmanship.

Motion seconded and carried.

Motion K-1715

Carole Clifford moved that Jim Reuper be approved as the Single Swing Chairman.

Motion seconded and carried.

Motion K-1716

Carole Clifford moved that Judy Hoy be approved as the Variety Dance Chairman.

Motion seconded and carried.

Motion K-1717

Carole Clifford moved that Dorothy Helseth be approved as the Square Dance Chairman.

Motion seconded and carried.

Motion K-1718

Carole Clifford moved that Pat Meacham be approved as the Dance Instruction Chairman.

Motion seconded and carried.

Motion K-1719

Carole Clifford moved that Richard Diercks be approved as the Union Jazz Workshop Chairman.

Motion seconded and carried.

Motion K-1720

Carole Clifford moved that Patricia Light be approved as Classics Corner Chairman.

Motion seconded and carried.

Motion K-1721

Carole Clifford moved that Jeff Brodtkin be approved as the Ski Train Chairman.

Motion seconded and carried.

Motion K-1722

Carole Clifford moved that Judy Altman be approved as the Outings Events Chairman.

Motion seconded and carried.

Motion K-1723

Carole Clifford moved that Steve Mosow be approved as Co-Rec Night Chairman.

Motion seconded and carried.

Motion K-1724

Carole Clifford moved that Bill Deetz be approved as the Stag Committee Chairman.

Motion seconded and carried.

Motion K-1725

Carole Clifford moved that Orrin Kirschbaum be approved as the Bridge Committee Chairman.

Motion seconded and carried.

Motion K-1726

Carole Clifford moved that Kathy Dibble be approved as Homecoming Dance Chairman.

Motion seconded and carried.

Motion K-1727

Carole Clifford moved that Sally Holstrom be approved as the Christmas Sing Chairman.

Motion seconded and carried.

Motion K-1728

Carole Clifford moved that Mike Hartigan be approved as the American-Foreign Students Chairman.

Motion seconded and carried.

Motion K-1729

Carole Clifford moved that Ames Johnson be approved as the Student-Faculty Relations Chairman.

Motion seconded and carried.

Motion K-1730

Carole Clifford moved that Sheldon Eviden be approved as the Noon Programs Chairman.

Motion seconded and passed.

Motion K-1731

Carole Clifford moved that Sharron Hill be approved as the Personnel Bureau Chairman.

Motion seconded and carried.

- 2) Carole Clifford reported that the name plates for the board members chairs will be ready by next fall.
- 3) Carole Clifford presented the Union Board Pins to the new members.

House and Finance Committee Report

- 1) Karen Cravens reported that the House and Finance Committee is considering and looking into renovating the area designated to the Ski Club and Rovers and making it into an area similar to the "Corral" at the St. Paul Student Center. This way more activities can have office space in the Union. Anyone interested in helping with this project should get in touch with Karen. Any suggestions are welcome.
- 2) Karen Cravens reported that the University of Minnesota Republican Association has decided to allow the University Republican Club to share Room 347 until the end of this quarter.
- 3) Karen reported on a room reservation.

Motion K-1732

Karen Cravens moved that the board approve the use of the Game Room by the Bridge and Chess Committee at 3:30 p.m. on May 25 for a Bridge Tournament. This would be an exception to House Rules.

Motion seconded and carried.

Special Report

- 1) Barry Lazarus reported for the Ad-hoc Committee on Campus Carnival. The Committee has looked into the possibility of the board playing some part in Campus Carnival. There were some problems that should be seriously considered. One is that the Social Service Council still maintains control

over policies and planning of the Campus Carnival. Also, this project might overtax the staff to the point where some of our own Union programs would suffer. The board should think of whether the Campus Carnival is strong enough to warrant a drop in our programs if this occurs. Another thing is whether or not this area could be a Union function. Also, is this within our field of interest to sponsor an area or participate in it as any other group. It has been decided that the Union Board does want to do something in Campus Carnival this next year. We should either apply for one of the areas such as Campus Relations, or enter as a participant hoping to get a lot of the commuters who don't have any way to take part in Campus Carnival.

The Ad-hoc Committee on Campus Carnival recommends that the Union Board of Governors enter as an active participant this coming year in Campus Carnival to see what problems are involved, etc. The Board could then better reconsider a sponsorship for the 1963 carnival.

Motion K-1733

Barry Lazarus moved that the following recommendation by the Committee on Campus Carnival be approved:

That the Union Board of Governors enter as an active participant in Campus Carnival this coming year. The Board could then better reconsider a sponsorship for the 1963 carnival

Motion seconded and carried.

The details would be decided by the Program Committee.

- 2) Eddie Schuck reported on summer programming. This is the first summer that students have tried to plan the summer programming. They have divided the summer programming into three areas: Social, Recreational, and Cultural. A Special Events Area can be used if there is a need for it. They have everything planned as to what will go on. If any Board members know of anyone who will be attending Summer School and could help with the programming, they should let Eddie know. He explained a little about what each area is planning. The Recreation Area is going to try to plan a big canoe trip at the end of the summer. The Social Area will have Monday night Square Dances, Wednesday night dances on the patio, and Friday night dances. Eddie stated that there seems to be a real need to offer programming to the students during the summer.

Old Business

- 1) Larry Leventhal explained that he has talked to several people about contributing to the Barry A. Halper Memorial Scholarship Fund.

Motion K-1734

Larry Leventhal moved that the Public Relations Committee, in conference with Mr. Starr, investigate the matter of contributing to the Barry Halper Scholarship Fund and decide to what extent the board wishes to participate in the Fund.

Motion seconded

Karen Cravens suggested that the Executive Committee take care of this since this is the last board meeting and the Executive Committee can act for the board and the Public Relations committee cannot.

Motion and second withdrawn.

Motion K-1735

Larry Leventhal moved that the Executive Committee be put in charge of investigating if and to what extent the Union Board would contribute to the Barry A. Halper Memorial Scholarship Fund.

Motion seconded and carried.

New Business

- 1) Kay Balzer reminded the board of the booths they have to put up during Welcome Week next September for Coffman Capers. The idea has come up that for next year we should have a central theme. Kay asked the board members to be thinking of a good central theme for next year.

Announcements

- 1) President Moe reminded the board of Jim Cameron's wedding on Friday night at 8:00 p.m. All board members are invited.
- 2) Board members were reminded to sign the list to host at the President's Reception.
- 3) Board members were reminded to sign the summer address list.
- 4) Karen Cravens asked the opinion of the board members concerning the area director-staff meeting. It was decided to postpone this meeting until next fall around Welcome Week.

The next meeting will be held in July. The exact date will be announced at a later date.

Meeting adjourned at 8:00 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

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UNIVERSITY OF MINNESOTA
Coffman Memorial Union

FINANCIAL REPORT - SPRING QUARTER, 1961
As of July 7, 1961

AREAS and COMMITTEES	BALANCE BEGIN. SPRING QUARTER	INCOME	EXPENSE	BALANCE
DANCE AREA				
Dance Instruction	\$ 8.36	\$ 215.00	\$ 611.59	\$-388.23
Single Swing	304.94	418.64	461.47	262.11
Square Dance	61.18	208.25	511.29	=241.86
Variety Dance	376.06	148.60	361.57	163.09
FINE ARTS AREA				
Art Craft Studio	396.05	10.00	247.10	158.95
Fine Arts Gallery	415.59	68.90	421.34	63.15
Focus	1011.30	0	1034.13	=22.83
GAMES AREA				
Bowling	67.08	207.40	233.22	41.26
Bridge-Chess	133.89	386.25	556.41	=36.27
Table Tennis-Billiards	36.50	0	0	36.50
Stag	237.84	109.00	375.45	=28.61
MUSIC AREA				
Coffman Musicale	15.62	485.00	579.40	=78.78
Classics	70.89	180.00	270.80	=19.91
Union Jazz Workshop	=319.37	1520.52	2260.21	=1059.06
Chamber Music	=31.44	0	0	=31.44
NOON PROGRAMS				
Noon Varieties	533.92	0	639.94	=106.02
OUTINGS AREA				
Co-Rec Nights	174.50	0	106.66	67.84
Outing Events	252.17	92.00	412.60	=68.43
Outing Instruction	133.75	0	0	133.75
Outing Equipment	517.28	107.85	247.68	377.45
SOCIAL SKILLS AREA				
American-Foreign Students	125.57	0	283.27	=157.70
Charm	485.91	0	169.09	316.82
Graduate Students	477.13	0	275.82	201.31
Student-Faculty Relations	371.95	0	107.92	264.03
TALENT AREA				
Talent Associates	419.78	147.25	592.43	=25.40
PROGRAM DEVELOPMENT				
Program Expansion	1055.36	0	266.84	788.52
LEADERSHIP AND TRAINING				
Union Board Council	32.90	0	47.65	=14.75
Leadership Seminars	49.09	0	.70	48.39
Spring Retreat	100.00	0	60.75	39.25

AREAS and COMMITTEES	BALANCE BEGIN. SPRING QUARTER	INCOME	EXPENSE	BALANCE
PUBLIC RELATIONS				
Ad Agency	\$ 215.79	\$ 0	\$ 9.29	\$ 206.50
Public Relations	1307.54	0	1428.48	=120.94
WMMR	1449.48	*2230.07	2535.01	*1144.54
Brochures	229.99	0	0	229.99
Gopher	0	139.25	0	139.25
Union Movie	0	0	2535.95	=2535.95
UNION BOARD ACTIVITIES				
Board Activities	650.43	0	495.21	155.22
Personnel	307.11	0	259.16	47.95
Merit Reception	850.00	0	797.63	52.37
Big Ten Conference	300.00	220.00	567.13	=47.13
CONTINGENCY FUND	263.16	0	263.16	0
PROGRAM ADMINISTRATION				
Supplies	358.94	58.40	213.30	204.04
Postage	229.96	104.14	103.00	231.10
Telephone	129.10	0	196.95	=67.85
Travel (Staff)	339.68	0	327.35	12.33
Equipment	310.63	0	337.37	=26.74
Miscellaneous (Overhead)	333.60	0	126.00	207.60
Staff Training	29.39	0	5.80	23.59
SPECIAL EVENTS				
Creative Arts Festival	1488.99	0	908.30	580.69
TOTALS	16,307.59	7,056.52	22,244.42	1,119.69

*anticipated income from commercial sales

7/7/61
ba

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

SUMMER SESSION I - 1961

PROGRAM ATTENDANCE REPORT

<u>EVENT</u>	<u>1960</u>	<u>1961</u>
Open House	2540	1625
Square Dance	747	985
Patio Dance	670	710
Terrace Dance	1024	720
Dance Instruction	92	#441
Art Craft Studio	322	444
ACS Workshops	65	54
Billiard Room (Evenings)	394	145
Bowling (Evenings)	##1453	##762
Outdoor Games	65	—
Bridge Instruction	37	60
Hi Fi Listening	664	410
Outing Trips and Rentals	96	100
Finals Finale	800	600
Fine Arts Gallery	1627	**—
Special Events	1982	293
Noon Programs	—	840
President's Receptions	***—	400
TV Lounge Programs	110	—
Country Club Area	598	#—
TOTAL	13,286	8,589

*Two classes held in 1961; one class in 1960.

**One show held; attendance not recorded.

***Attendance not recorded in 1960.

#Attendance not recorded in 1961.

##Figure for 1960 is lines bowled; figure for 1961 is number of individuals bowling.
(In 1961, 2061 lines were bowled Summer Session I.)

7/20/61
ba

UNIVERSITY OF MINNESOTA
 Department of Student Unions
 Estimate of Income & Expenditure
 Budget of 1961-1962

I. <u>ESTIMATED INCOME</u>	<u>Coffman Memorial Union</u>	
	<u>1960-1961</u>	<u>1961-1962</u>
Student Fees	\$335,700	\$342,512
Service Income	11,000	11,000
Program	21,000	24,300
Billiard Room		
Billiards	16,500	16,500
Merchandise	59,000	59,000
Bowling Lanes		
Bowling Fees	70,180	70,180
Merchandise	10,000	10,000
Artcraft Studio	4,400	4,000
Village Union		
Program	1,500	3,225
Merchandise	12,000	10,850
Total estimated income	<u>541,280</u>	<u>551,567</u>
II. <u>ESTIMATED OPERATING EXPENSES</u>		
Administration		
Salaries	56,912	66,272
Supplies & Expense	22,000	22,000
Program		
Salaries	43,716	45,648
Supplies & Expense	48,700	53,166
Maintenance		
Salaries	80,308	86,775
Supplies & Expense	60,000	60,000
Artcraft Studio		
Salaries	10,620	12,012
Supplies & Expense	4,160	4,160
Billiards		
Salaries	14,962	15,649
Supplies	4,235	4,235
Merchandise	48,600	48,600
Bowling Lanes		
Salaries	24,424	26,099
Supplies	31,590	31,590
Merchandise	5,225	5,225
Village Union		
Salaries	10,320	10,308
Supplies	17,300	16,100
Total operating expenses	<u>483,072</u>	<u>507,839</u>
I. Total Estimated Income	\$541,280	\$551,567
II. Total Operating Expenses	<u>483,072</u>	<u>507,839</u>
Net Operating Income	58,208	43,728
III. Debt Service on St. Paul Student Center	-32,306	-32,306
IV. Renovation for Coffman Memorial Union *	<u>-25,902</u>	<u>-11,422</u>
	0	0

* According to previous estimates \$61,289 should be placed in renovation annually.

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of July 20, 1961

Members Present:

Kay Balzer, Jim Cameron, Carole Clifford, Karen Cravens, Barry Lazarus, Larry Leventhal, Ron Moe, Karen Quam, Jim Tremann, Kathy Wagnild, Dr. David LaBerge, Mr. Gordon L. Starr, Mr. Douglas Wolfangle, Mr. Edwin Braman, new Alumni member of the Board.

Members Absent:

Karen Poulson, Jane Rohrer, Myra Shiff, Mr. Walfred Pedersen, Dr. E. L. Thomas, Dr. Donald R. Zander.

Others Present:

Mr. Ronald Barrett, Program Director, Miss Diane McCleary, Program Consultant, Mr. Ted Kaul, Program Consultant, Mr. Eddie Schuck, Summer Program Chairman, Donna Brown.

The meeting was called to order at 8:25 p.m. in Room 346 of Goffman Memorial Union.

President Moe said that this seems to be the biggest turnout of Board members at a summer meeting since he could remember.

Minutes of last meeting:

Since the last meeting was held so long ago, Mr. Starr summarized the minutes of that meeting for the benefit of the board.

Minutes were approved as read.

Executive Committee Report

- 1) President Moe introduced Mr. Edwin Braman who was recently elected to replace Mr. Douglas Wolfangle as the Alumni representative to the Board.

President Moe presented Mr. Wolfangle with a pen and calendar set and his name plate from his chair.

Mr. Wolfangle stated that it had been a pleasure to deal with the Board. He felt that to serve on the Union Board of Governors is a real opportunity for an alumnus to give something back to the University, but that he got more out of his membership on the Board than he put into it.

President Moe introduced the Board members and the guests.

- 2) President Moe explained that because of a prolonged legislative session, this new Board has the privilege of approving the budget for the coming year. Normally, last year's Board would have had this opportunity. Ron Moe explained different parts of the Estimated Income and Expenditures to the Board members and summarized it. Barry Lazarus asked why the total

operating expenses are going up so sharply. Ron Moe explained that there was the increase in salaries which is part of the cause. The Executive Committee approved the budget on behalf of the Board following the last Spring Quarter and recommended that it be submitted to the Board at the next meeting.

Motion K-1736

Jim Cameron moved that the 1961-62 budget for the Department of Student Unions be approved.

Motion seconded and carried.

- 3) President Moe reported that revisions to the Constitution have been approved by the Board of Regents.

Program Committee Report

- 1) Vice President Cameron reported that the Program Committee decided to look into some plans for changing the Program budget procedure.
- 2) Eddie Schuck gave a report on summer programming. Board members were given a Program Attendance Report for the First Summer Session. This report compares attendance at the various events during the First Summer Session of this year and of last year. Dance Instruction was one of the events that had good attendance in the Social Area. One of the ideas for the Cultural area during the summer was to acquaint the summer session students with the Art Craft Studio. These programs and also the band concerts on the Terrace had high attendance records. In the Recreational area, Bridge Instruction was a popular program. Eddie Schuck stated that the Summer Program Committee had to take into account that there are a fewer number of students enrolled during the summer so less programs should be planned in this area because of the expense involved. The Summer Program Committee found that they tried to plan too much for the First Summer Session. Future plans include a water skiing party, a canoe trip, and another baseball game. The Program Committee is trying to correct their mistakes in the First Summer Session so there will be better programming for the Second Summer Session.
- 3) Kay Balzer reported on Homecoming for Kathy Dibble. The bands and the main attraction have been contracted, and the central theme has been decided upon. The "Brothers Four" will be the main attraction.

Kay reminded the Board that September 18 during Welcome Week must be reserved by all Board members because this is the day for Coffman Capers. Each Area Director has a booth. The theme will be a Casino. Board members were asked to volunteer to help build more booths for this event.

- 4) Jim Cameron passed around the tentative calendar for 1961-62 with the events taking place on campus.

Max McRath will be here on November 11. He is making a tour of five colleges in this area. This man has made a study of ragtime music. He has done an exceptional job on it; therefore, he has a very educational program on ragtime.

Jim Cameron reported that the Program Committee has approved the co-sponsorship with the Student Peace Union for a program featuring Ewan MacColl and Peggy Seeger on November 3, 1961.

Mr. Cameron stated that he wants every program that will take place this Fall Quarter to be put on the calendar behind Ted Kaul's desk.

Mr. Cameron explained about the proposed program idea on charges. The budget would be changed so that all Union committees would have to pay a rental fee on any rooms that an outside organization would have to pay for. This would give the people on the committees a more accurate report on how much money is being spent and how it is being used.

Personnel Committee Report -

- 1) Carole Clifford reported that after the last Board meeting the Executive Committee approved more chairmanships. They are as follows:

Miles Ottinger	Bowling
Gloria Davis	Outing Instruction
Sue Barwise	Focus
Sandy Millar	Charm
Dave Herman	WMMR
John Lenker	Public Relations Bureau
Charles Fenner	Chess
Marcia Davis	Coffman Musicale
Pamela Shepherd.	Cre ative Arts Festival

Carole Clifford stated that so far we have twenty-nine chairmanships filled and eight left to be filled. There are two in the Fine Arts Area, three in the Graduate Student Area, one in the Recreational area, one in the Special Events Area, and one in the Public Relations area to be filled.

Board members were reminded to help recruit more committee applicants.

- 2) Carole Clifford reported that the name plates for the chairs have been ordered.
- 3) Carole Clifford gave a resume of what she will be doing for the Orientation Program. Orientation starts on July 31 and goes through September. This is a three hour program which combines people from the extra curricular activities and gives Freshmen an idea of what the different organizations do, their purposes, and how to find more information about them. Carole will give a short speech and then show the movie "The 'You' In The Union". After everyone has given their speech, there is a meeting where the Freshmen may ask questions. Carole asked if any

of the Board members would like to serve as hosts and hostesses for one evening, about three hours.

Public Relations Report

- 1) President Moe reported for the Public Relations Committee since Myra Shiff was absent. He stated that WMR has made requests for more funds for renovation of their studio. Larry Leventhal explained why the additional request has been submitted. WMR is paying the telephone company for lines to various buildings on campus. Part of the amount requested would be used to put their own lines to these buildings. This would take away the expense of renting lines. New clocks would also be purchased. The request is for \$1,900.
- 2) Larry Leventhal reported that Augsburg College has requested to have WMR transmitted to their college. They will pay for the installation of the network and other miscellaneous expenses.

House and Finance Committee Report

- 1) Karen Cravens reported that the House and Finance Committee has approved an appropriation of \$4,000 to the Bowling Lanes. This is for furniture such as fiber glass seating, bowling score pad holders, ash trays, etc. The funds will come from the expected income of the bowling lanes.

Motion K-1737

Karen Cravens moved that an allocation of \$4,000 to refurbish the Bowling Lanes be approved.

Motion seconded and carried.

- 2) Karen Cravens reported we now have \$86,287.23 in the renovation fund not including the balance for this fiscal year ending June 30, 1961.
 - (a) Karen Cravens reported that the House and Finance committee recommended the use of \$4,356 for stone and brick work around the building. These are necessary repairs.

Motion K-1738

Karen Cravens moved that \$4,356 be allocated for necessary maintenance work around the building.

Motion seconded and carried.

- (b) Karen Cravens reported that the House and Finance Committee recommends that the Board allocate \$7,500 for the renovation of the basement near the Rover and Ski Club area. Karen explained some of the details of the plans for this area. This area will be made into seven new sections to be used as offices for different activities. Partitions will separate these offices. Desks, chairs, filing cabinets will be furnishings in the offices. \$4,200 will go into the actual partitioning and lighting, and about \$3,300 will be used for furniture. Ron Barrett asked if there was a set completion date. Karen stated that this project will be completed as soon as possible.

Motion K-1739

Karen Cravens moved that the Board approve the allocation of \$7,500 to be used for a new general office area in the basement of the Union

Motion seconded and carried.

- (c) Karen Cravens explained that the House and Finance Committee recommends that the Board allocate an amount not to exceed \$65,000.00 for excavating, pouring a cement floor and lighting for the unexcavated areas beneath the cafeteria.

Motion K-1740

Karen Cravens moved that the Board allocate an amount not to exceed \$65,000 for removal of dirt, lighting and a floor for the area beneath the cafeteria.

Motion seconded.

Larry Levanthal raised the question as to the use of this area. Karen explained that it will be used for a much needed storage space. Barry Lazarus suggested storage of outing equipment for this area. The project has been delayed quite a while. Karen Cravens explained that there will be one entrance, and just the basic renovation which would have to be done regardless of what the space will be used for.

Motion K-1741

Jim Cameron moved the question.

Motion seconded and carried.

Motion K-1740 was carried.

- (d) Karen Cravens reported that the House and Finance Committee recommends that about \$9,000 be applied to the ventilation renovation of the Union. The ventilation renovation would take place for the most part in the lounges.

Motion K-1742

Karen Cravens moved that the balance of the renovation fund of approximately \$9,000 be applied towards rehabilitation of the ventilation in various sections of the building.

Motion seconded and carried.

Old Business

Jim Cameron brought up the parking problem. Mr. Starr stated that at the moment nothing can be done about this because other organizations would seek the same privilege.

New Business

- 1) Mr. Starr reported on the progress regarding the new Medical Student Center. He stated that the Regents recently passed a motion that the proposed Medical Student Center be operated in conjunction with the Department of Student Unions. There are about 500 medical students. The Medical Alumni Association has taken on the project of using an area in the hospital and furnishing it for a Medical Student Center.

This area would be used for three particular functions: a lunchroom area, lounge area, and a ready room. The ready room would be a quiet area where interns and doctors on call could go and relax. This Center will be similar to the Village Union regarding its affiliation with Coffman Union. Mr. Starr stated that the Board should consider how they can work out a bylaw to connect the Department of Student Unions and the Medical Student Center. Mr. Starr displayed the proposed plans for this area which is now used as a storage room. There will be an annual cost to Coffman Union which will include such things as heat, light, and maintenance similar to the Village Union. The fund drive may be concluded sometime in March of 1962. There will probably be some type of advisory committee to determine policies of this new center. Mr. Starr suggested that President Moe appoint a Board member to see what type of proposal can be worked out. Mr. Moe appointed Jim Tremann to work with Mr. Starr on this project and to report at the next Board meeting.

- 2) Mr. Starr brought the Board up to date on the changes in staff.
- 3) Larry Leventhal reported on the progress of the Barry A. Halper Scholarship Fund. He stated that the Scholarship now had \$1,000 in it. It has been put on a basis where the scholarship will be given each year on the interest and financial help from Mr. Halper. A committee has been set up to consider the qualifications of the scholarship applicants.

Motion K-1743

Jim Cameron moved that the \$50 that the late Barry Halper won for his news broadcast be placed into a fund for a plaque in his memory to be placed somewhere in the building at the discretion of the House and Finance Committee.

Motion seconded and passed.

Motion K-1744

Karen Gravens moved that the Board transfer the \$113 coming to Barry Halper for commission sales to the Barry Halper Scholarship Fund.

Motion seconded and carried.

Announcements

- 1) President Moe explained that Mr. Starr had attended a Fees Committee meeting to request that an adjustment be made in the incidental fee for the Union. Mr. Starr stated our problems with income at this meeting. The Committee understood that there was a problem, but they took no action. Mr. Moe pointed out that our case has been clearly presented.
- 2) It was suggested that new pictures be taken of the Board members.

The meeting adjourned at 10:25 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary