

WEST BANK UNION BOARD  
W.B.U. Conference Room  
Minutes of June 3, 1987 Meeting

PRESENT: Josh Jacobson            Michael Jader            Melanie Lineburg  
          Keith Niemi             Tim Rheault            Joseph Schleif  
          Barb Sullivan          Shelly Van Den Elzen    Jim Wallerius

STAFF:     Liz Andersen, Rufus Simmons

GUESTS:    Lynn Littlejohn, Bryce Whitwam

I.        CALL TO ORDER

President Keith Niemi called the meeting to order at 5:33 p.m.

II.       APPROVAL OF AGENDA

The agenda was approved with the elimination of Item C, VII.

III.      APPROVAL OF MINUTES

The Minutes of May 27, 1987, were approved with the following changes:

Page 3, Item I: Meeting of the West Bank Union Board of Governors was convened at 5:30 p.m.

Page 3, Item VI, C: Josh Jacobson distributed an updated Constitutional document that reflects the changes recommended by the Policy and Rules Committee to be considered by the Board at its June 3rd meeting.

Page 5, MOTION 87-88-7: Moved that majority elects and that the low candidate drops out of the balloting in the absence of a majority. Scott Chesney to do the tallying.

The minutes were approved as corrected.

IV.       PRESIDENT'S REPORT

A page tallying the use of the Xerox machine was distributed. There seem to be more copies than are legitimately warranted. There was a huge jump from April to May use. A sign-up sheet will be posted next to the copying machine. This is a good way to enforce legitimate use of the copier.

Keith would like to delay appointments until he knows who will be on the Board next year. Wants to know how the Board feels about working on the Constitution this summer.

Josh Jacobson suggested that whatever action the Board takes this summer reflect the majority of the Board and not just the summer people.

IV. PRESIDENT'S REPORT (cont'd.)

Five or six members of the Board will be here this summer.

Melanie Lineburg thinks it would be a good idea to start revising the Constitution over the summer; the sooner we start, the quicker we can get through. The concensus of the members is that the Board should work on the Constitution over the summer. Rufus Simmons and Ron Krumm will also be asked to work on the Constitution.

Keith Niemi spoke on his concerns; what he feels are the goals of the Union, where he would like to see the Board go: 1) That we have a more visible membership so students would know that we are here and if they have problems, they know where they can go; 2) To have a full membership again; 3) To see Willey Hall completed; 4) To see chairs on the Mall; 5) To research the possibility of pop machines; 6) A new Constitution; 7) To see Blegen and bag lunch areas continue as part of the Unions and remain for the use of the students on the West Bank.

V. DIRECTOR'S REPORT

Liz Anderson reported on the Willey Hall study space. A cost comparison memo was sent to all Board members listing figures for both the original and the revised plan. Mike Jader questioned the figures on lighting. The original figure covered 3-4 strings of lights. When John Beckwith, Interior Design Department, came on the project he didn't feel this was adequate for full lighting and the figure was revised to cover the changes. Our expectation of funding from the Reserve request (for Phase II) will depend on all the other priorities within the Unions. The planters have been moved to Phase II. Liz noted that the cost figure is a rough estimate. John Beckwith's time was never included in the original budget.

Bids from the Shops Department for the lighting installation and the planters are due to be received this week. The tables are expected to be installed by June 12th.

Rufus reported on the administrative realignment. The Constituent Unions will continue to report to Sue Oatey.

Sue Oatey will report to Nick Barbatsis. The significance of this is that there will be a change in dealing with issues in terms of philosophy. There will be a much more direct line in reporting to central administration.

V. Directors' Reports (cont'd.)

Bryce Whitwam thinks this is a big step. It gives Sue Oatey a better chance to negotiate, a better direct line to administration, and a major change in philosophy. Sue will have a greater role.

SA COMS support money comes from Student Services Fees. For now, we are expected to approve a bottom line figure. In the future, there will be greater involvement in negotiating and examining the services provided to the Unions by SA COMS. This will also be discussed at the MUCB meeting.

Rufus Simmons says he is very strong on the team concept. We have a lot to do in regard to service to the community. We hope to eliminate and reconcile differences so we can be more effective as a team. Can count on his help in making things more pleasant towards making a more positive situation for ourselves.

VI. OLD BUSINESS

A. Constitutional Amendments

Mike Jader passed out a listing of proposed constitutional changes. He went through Josh Jacobson's proposed constitutional changes that were submitted last week step by step. This is a side-by-side comparison.

Rufus suggested that we look at the Constitution for future opportunities. How do we maximize opportunities for students to become involved in the Unions? There are some needs that this Board should be introduced to in terms of basic concepts in respect to college unions - an orientation of what a college union is. A framework is needed in order to address the Constitution. Backgrounding is vital if we are to make significant changes.

Rufus Simmons referred to Article VI., Section 7 - there is no Assistant Director for Activities now.

Discussion followed regarding whether at this point there was a need to make comprehensive constitutional changes or whether the need was to just remove references to MUCB and then review and recommend further changes at a later date (over the summer). It was

A. Constitution Amendments (cont'd.)

decided that the MUCB references were all that should be dealt with at this particular time.

MOTION 87-88-8 (Jader/Wallerius)

Moved that all references to MUCB found in the West Bank Union Constitution and By-Laws be removed; and in proposed By-Law change #12, the 100% liability should refer to the Department of Minnesota Unions not Minnesota Union.

Motion passed with Josh Jacobson dissenting.

B. Student Service Fee Recommendation and Budget

After discussion, it was decided to incorporate Item A under New Business with this item, as they are essentially the same matter.

Keith Niemi noted that approval was needed regarding the May 18, 1987, letter to the Board from the Directors' Group wherein the WBU budget support would be 16.5% of the Minnesota Unions' appropriation.

Discussion followed regarding the absence of a breakdown on the dollars in relation to goals, objectives and allocations to each project. Bryce Whitwam noted that there was not much choice since the bottom-line figure was required on Thursday.

Liz Andersen noted that this figure had proved to meet the needs over the last five years so this percentage should likely meet the need again for next year. A breakdown will be distributed to the Board in the Fall.

Josh Jacobson said that twice in the last two weeks he has asked for a breakdown of the figures and the Board has not been provided with these figures. Does 16.5% mean we are in an up or down trend?

Lynn Littlejohn reiterated Rufus Simmon's observation that it represented an upswing.

Keith Niemi asked whether this kind of timeline was unusual or the norm. Liz Andersen responded that the last 2-3 years have been highly unusual. The budget

B. SSF Recommendation & Budget (cont'd.)

timeline is normally given the highest priority and the Boards normally receive budget information well in advance to allow for in-depth review and deliberation.

MOTION 87-88-9 (Wallerius/Jader)

Moved that the budget percentage of 16.5% put forth by the Administration be accepted by the West Bank Union Board.

Passed

MOTION 87-88-10 (Jacobson/Wallerius)

Moved that the Directors be requested to present a timeline to the West Bank Union Board of Governors for budget adoption at its July meeting.

Passed.

VII. NEW BUSINESS

A. Summer Board

MOTION 87-88-11 (Jacobson/Lineburg)

Moved that the rules be suspended until the first meeting of fall quarter and that a quorum consist of three voting members until that time.

Passed after the following discussion:

Lynn Littlejohn spoke in her capacity as a former President of the WBU Board. She said the Summer Board is here to deal with matters that come up during the Summer which need to be dealt with now and not held over until Fall.

The people who will be around this Summer are Josh Jacobson, Mike Jader, Keith Niemi, Tim Rheault, Barb Sullivan, Shelly Van Den Elzen, and Jim Wallerius.

Issues that the Summer Board cannot deal with involve approving expenditures in excess of a predetermined

A. Summer Board (cont'd.)

amount (amount decided upon by the full Board). In the past if such a circumstance came up, a mail-in vote by the full Board was done.

It was decided that the first Summer meeting would be on Wednesday, July 1st, at 7:00 p.m. in the WBU Conference Room.

VIII. ANNOUNCEMENTS

MUCB meeting is in CMU second floor terrace at 4:00 p.m. Thursday, June 4th. Tim Rheault will be WBU rep.

Scholarship applications deadline has been extended to June 17th. Leave them in Sue Oatey's office.

Tim Rheault will bring the food to the July 1st meeting.

The Homecoming Committee would like a WBU representative to attend their meeting tonight at 110 Ford Hall at 7:00 p.m. Discussion followed regarding the conflict in values and philosophy between the Greek system and the Union.

MOTION 87-88-12 (Jacobson/Jader)

Moved that the Board not send a representative to the Homecoming meeting this evening.

Passed with Tim Rheault dissenting.

IX. ADJOURNMENT

President Niemi adjourned the meeting at 7:02 p.m.

Respectfully submitted,

Doris Johnston  
Recording Secretary

EEA/DIJ:dij  
6/8/87

# CONSTITUTION

of the

## WEST BANK UNION

### PREAMBLE

We, the Students, Faculty, and Staff of the University of Minnesota, in order to form a permanent organization, in partnership with the Department of the Minnesota Unions, to accomplish for the West Bank of the University of Minnesota the purposes herein declared, do hereby establish this Constitution.

### ARTICLE I

The name of this organization shall be the West Bank Union.

### ARTICLE II

The membership of the West Bank Union shall include those students, faculty, and staff whose primary focus of concern is the West Bank campus of the University of Minnesota.

### ARTICLE III

It is the mission of the West Bank Union, a constituent of the Department of the Minnesota Unions, to support the educational purposes of the University of Minnesota by providing organized co-curricular activities and experiences aimed at enhancing the development of intellectual, emotional, cultural, organizational, and social knowledge and skills; to create and maintain environments congenial to the promotion of these goals, to encourage a sense of community among its membership, and to offer a well-considered plan of services and amenities that uniquely identify the West Bank Union.

### ARTICLE IV

The functions and powers of the West Bank Union, in partnership with the Department of the Minnesota Unions, shall be:

#### Section 1

To plan and execute a broad range of programs reflecting and fulfilling the expressed purposes of the West Bank Union.

Section 2

To evaluate and determine the activities and conduct allowed within the facilities for which the West Bank Union Board of Governors has expressed its responsibility, and to establish programs, guidelines and regulations to facilitate those ends.

Section 3

To establish and make available facilities, services, and assistance to its membership, subject to the capabilities and purpose of the West Bank Union.

Section 4

To promote and establish a cooperative partnership between the West Bank Union and those University departments, organizations, and community members whose activities and services are functionally related to the West Bank Union's purpose.

Section 5

To establish and maintain an annual budget which shall account for all authorized revenues, and to appropriate and administer such revenues in a manner providing for the efficient operation and development of such programs and facilities inherent to the West Bank Union's purpose.

ARTICLE V

Section 1

There is established as the principal executive organ of the West Bank Union the West Bank Union Board of Governors.

Section 2

Standing Committees, Sub-Committees, Task Forces, and such other subsidiary organs as may be found necessary may be established in accordance with the purposes and functions of the West Bank Union, and in accordance with procedures outlined in the West Bank Union Bylaws and Policies.

ARTICLE VI

Section 1

The West Bank Union Board of Governors shall consist of 14 voting members. There shall be 12 student members. Four student members shall be elected by a 2/3's majority of the retiring Board present and voting at the annual election meeting. Eight student members shall be elected from votes cast on the Minneapolis campus during the All Campus Elections of the University of Minnesota. There shall be one faculty and one civil service member selected by the new Board, and confirmed by the President of the University of Minnesota. The student, faculty, and civil service members shall have one vote each.

Section 2

a. Any eligible student who meets all requirements found in the constitution or bylaws may be a candidate for the West Bank Union Board of Governors. The eight eligible students receiving the highest number of votes cast in the All Campus Election shall be elected to the West Bank Union Board of Governors. The retiring Board shall break any ties.

b. Student managers of West Bank Union are not eligible for voting membership of the West Bank Union Board of Governors. A maximum of three student employees of the West Bank Union may serve as voting members on the West Bank Union Board of Governors.

ARTICLE VII

Section 1

If a student governor is hired on a permanent basis by the West Bank Union and the limit of three student employees has been reached, said governor must resign his/her board position. In the event that the limit of three student employees/governors is exceeded through the All Campus Elections process, the employee(s)/governor candidate(s) with the highest vote total will be granted governorship to meet the limit of three employee/governors established in Section 2 - b, of this article.

Section 2

The President of the West Bank Union Board of Governors shall convene the new Board within two weeks of the All Campus Elections. The new officers shall be elected at this meeting.

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Section 3

Following the first meeting of the new Board, the retiring Board shall assist the new Board in assuming the responsibilities of the office and of work in progress.

Section 4

The term of office on the West Bank Union Board of Governors shall be one year.

Section 5

Vacancies on the West Bank Union Board of Governors shall be filled for the remainder of the term through election by the Board. Such vacancies shall be properly advertised to the student body and shall be filled from applicants filing for such vacancy.

Section 6

The director and assistant director for activities of the West Bank Union shall be permanent, non-voting members of the West Bank Union Board of Governors and all standing committees, and shall arrange for the employment of a recording secretary for all board meetings.

Section 7

The West Bank Union Board of Governors shall adopt its own Bylaws and Rules of Procedure, including the method of selecting officers of the Board from among its members.

Section 8

Any member of the University community who is not a member of the West Bank Union Board of Governors may participate without vote, in the discussion of any questions brought before the Board, whenever the Board considers the interests of the members involved.

ARTICLE VIII

Section 1

This Constitution shall become effective immediately after approval by the Department of Minnesota Union Advisory Committee, ratification by a majority of all voters voting on this Constitution at the All Campus Election, and approval by the Assembly Committee on Student Affairs.

Section 2

Amendments to this Constitution may be introduced at any official West Bank Union Board of Governors meeting. Amendments must be posted, and held over for action until the next official meeting of the Board. Amendments shall become effective immediately after approval by 2/3's of those West Bank Union Board of Governors members present and voting. All amendments shall be forwarded to the Student Organization Development Center.

WEST BANK UNION BOARD OF GOVERNORS

BYLAWS

1. Unless otherwise provided for by these Bylaws, all voting and procedures shall be governed by the most recent edition of Roberts Rules of Order.

2. These Bylaws, or any part thereof, may be repealed or amended at any regular Board Meeting by a two-thirds majority vote of the eligible voting members, providing the proposed amendment has been read to the Board at a regular meeting at least one week prior to voting on it, and providing that it has been submitted in writing to the Policy/Rules Committee at least one week prior to voting on it.

3. In order to conduct the business of the West Bank Union, a quorum must be present. A quorum consists of a simple majority of the seated and voting members of the Board. In order to pass official business, a majority of those present must vote to pass the issue in question.

4. Voting members of the West Bank Union Board are required to attend all regular and special meetings of the West Bank Union Board. Members who cannot attend shall inform the President of that fact before the start of the meeting. Tardiness exceeding 15 minutes, or leaving early, shall be excused only at the discretion of the President.

5. Non-voting members of the Board, as specified in the West Bank Constitution, Article VI, Section 7, shall be permitted to engage in all activities of the Board except that of voting.

6. The Officers of the Board shall be: The President, Vice President, and the Policy and Rules Committee Chair.

7. The functions and duties of the Board shall be:

- a. General Each Board member shall serve on at least one committee, standing and/or special.
- b. President
  1. Chairs the Executive Committee and Board meetings.
  2. Sets agendas for Executive Committee and Board meetings (preferably with review privileges given to the Executive Committee prior to the board meetings).
  3. Meets regularly with the staff to discuss the direction of the Board.
  4. Recommends to the Board appointees for the following: Standing Committee Chairs, Parliamentarian and Temporary Chairs on case of illness.

5. Represents West Bank Union at MUCB Board meetings.
6. Gives signature for the entire Board with Board approval.
7. Sees that West Bank Union is registered with the All-Campus Elections Commission.
8. Acts as Liaison to any outside groups when necessary.

c. Vice-President.

1. Is a member of the Executive Committee.
2. Takes on the Presidents responsibilities in the absence of the President.
3. Acts as the West Bank Union historian.
5. Is responsible for the recruitment of new governors.

d. Policy/Rules Chair

1. Is a member of the Executive Committee.
2. Takes on Presidents responsibilities in the absence of the President, Vice President.
3. Conducts policy/rules hearings when necessary and reports to the Board his/her findings.
4. Keeps an accurate record of all constitutional, bylaws or policy changes.

8. The Standing Committees of the Board shall be: Activities, Executive, House, and Policy/Rules.

- a. Ad-Hoc and special committees may be created from time to time as necessary, upon approval by the Board.
- b. Unless otherwise specified when created, all West Bank Board Standing, Special, and Ad-Hoc Committees and Task Forces shall be comprised of West Bank Union Board members.

- c. The Executive Committee shall consist of the President, Vice President, Secretary, Policy/Rules, House and Activities Chair.
  - d. Each Standing Committee shall consist of the Chair, and at least one Board member.
  - e. The Director of the West Bank Union shall be a permanent, non-voting member fo all standing committees.
9. After the Spring All-Campus Elections, the retiring Board shall elect four (4) persons to serve on the newly elected Board in the following manner:
- a. Interested persons shall file with the President of the Board not more than five (5) days after the All-Campus Elections.
  - b. Persons who ran in the All-Campus Elections for a position on the West Bank Union Board and who were elected shall be notified by the President of the West Bank Union Board within two days.
  - c. The retiring Board members shall interview each of the candidates not more than seven (7) days after the All-Campus Elections.
  - d. Elections and announcement of the appointments shall be made upon completion of interviewing, and their terms of office shall begin at the first meeting of the new Board.
10. Grounds and Procedures for removal from office:
- a. Grounds
    1. Two unexcused absences from Board meetings in a single quarter may constitute grounds for termination of Board membership. Any Board member with two unexcused absences from Board meetings shall have his/her membership reviewed by the Executive Committee. The Committee may recommend further action by the Board, or it may recommend no action.
    2. Two unexcused absences in a single quarter from meetings of a committee to which the Board member belongs, and which he/she has been notified of, may constitute grounds for termination of Board membership.
    3. Repeated failure to carry out tasks and duties undertaken specifically for the Board or committees may constutute grounds for termination of Board membership.
    4. Consistent refusal to accept responsibilities for Board and committee work may constitute grounds for termination of Board membership.
    5. Upon request by any Board member, the Executive Committee shall review a Board membership for reason(s) cited from, but not limited to Sectin 10, Subsections a-1, a-2, a-3, or a-4 of these bylaws.

b. Procedures

1. No member shall have his/her membership terminated except:
  - a. After a hearing before the Executive Committee.
  - b. At a Board meeting for which timely notice of the business of membership termination to be considered has been given or sent to all Board members.
  - c. At a Board meeting in which the member shall have an opportunity to respond to charges.
  - d. By a two-thirds (2/3) majority vote of those members present and voting at the meeting.

11. This organization shall not provide monetary gain, incidentally or otherwise, to its directors, officers, or membership. This does not restrict the payment of wages, salaries, or incentives by the organization for services rendered.

12. After disestablishment, and after all liabilities of this organization are rectified, the Student Organization Finance Office will hold the remaining money in trust for this organization for three years following the organizations has not reactivated, the funds shall be distributed to the following not for profit organization in the following manner:

One hundred percent (100%) to the Minnesota Union. If this is not in existence, then to the Minnesota Student Association Forum.