

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

AGENDA

September 11, 1962

I. Standing Committee Reports

A. Executive

- 1) Introductions
- 2) Meeting Time
- 3) Summer Action
 - a) Chairmanship Approvals
 - b) Room Assignments
- 4) MSA Senate Representative

B. House and Finance

- 1) DU
- 2) Renovation
- 3) Magazines

C. Public Relations

- 1) Governor's Speech
- 2) WMMR
- 3) Speaker's Bureau
- 4) Public Relations Bureau
- 5) Liason Committee

D. Personnel

- 1) New Chairmen
- 2) Evening Program
- 3) Union Board Council

E. Program

- 1) Economic Development Week
- 2) Program Attendance Report
- 3) Homecoming Entertainment
- 4) Down Under Area Idea

II. Old Business

- A. Welcome Week - Scott
- B. Down Under Name
- C. Board Folders

III. New Business

- A. Directors report
- B.
- C.

IV. Announcements

V. Adjournment

dh

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of September 11, 1962

Members Present:

Sue Bernstein, Gloria Davis, Marcia Davis, Judy Hoy, Pat Meacham, Judy Hitera, Marcia Morse, Myra Shiff, Kathy Wagnild, Jack Wartrick, Scott Wilson, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald Zander, Mr. Edwin Braman

Members Absent:

Roger Hauge, Chuck Tremam, Professor Frank Buckley, Professor David LaBerge

Others Present:

Mr. Ted Kaul, Program Director; Mr. Allyn Ulseth, Program Consultant; Mr. Barry Lazarus, Union Board alumnus; Mr. Ron Bell, Stag Chairman; Mr. Norman Uphoff, President, Student Peace Union; Donna Harrison

The meeting was called to order at 7:15 p.m. in Room 346 of Coffman Memorial Union.

Mr. Starr gave a resume of the minutes of the meeting of July 25, 1962.

The minutes of the last meeting were approved as read.

Executive Committee Report

(1) President Wagnild introduced the members of the board and guests. Mr. Allyn Ulseth is a new program consultant replacing Mrs. Lynn Ye.

(2) President Wagnild stated that a meeting time for the coming year must be decided upon tonight if possible. It was suggested at the Executive Committee meeting that the board meeting time be 4:30 p.m. on Tuesdays or 6:30 p.m. on Wednesdays. It was decided that the meeting time would be 6:30 on Wednesdays. At the next meeting, class schedules should be brought so that standing committee chairmen can set up meeting times.

(3) Kathy Wagnild announced that the new manager of WMR is Jim Schreier.

Room Assignments for the coming year have been referred to the House and Finance Committee.

(4) President Wagnild announced that she will be unable to represent the Union in the MSA Senate this year because of her student teaching. Any board member who is interested in the position of MSA Senate Representative should notify her. The President of the Union Board is an ex-officio member of the Senate with a vote.

House and Finance Committee Report

President Wagnild reported for this committee in absence of the chairman.

(1) President Magrild reported that the furniture for the Down Under (the room under the cafeteria) has been ordered. The estimate was \$6,870.00 which includes 35 folding tables, 24 round tables (30 inches in diameter), and 200 Herman-Miller chairs. This estimate has been approved by the House and Finance Committee.

President Magrild explained that this furniture can be used in a variety of ways in the Down Under and other parts of the building. The tables and chairs may be set up in a circular arrangement with an area in the middle of the floor for dancing. A juke box is under consideration for this area also.

Jack Wardack was under the impression that the purpose of this room had not yet been determined, and he felt that the purchase of furniture at this time would limit the room to only certain uses.

It was explained that this room probably will be used as a commoner lunch room during the lunch hour and can be used for a variety of purposes at other times of the day and night. The furniture can be used in this room and also in the ballroom if the need arises.

Motion V-1

President Magrild moved that the board approve an estimated expenditure of \$6,870.00 for tables and chairs for the Down Under.

Motion seconded.

Mr. Starr felt that this room could be used as a multiple purpose room, including a commuters' lunchroom. He explained that the chairs will be purchased at a reduced rate. These chairs are in the St. Paul Student Center and have held up very well. He suggested that the board have someone draw up some plans for use of furnishings in this room so that the board may have a better idea of possible arrangements.

Motion V-1 carried.

(2) President Magrild reported that the House and Finance Committee approved the following expenditures from the renovation fund: \$10,000 for additional ventilation improvements, \$1,120 for a carpet in the Fine Arts Gallery, and \$6,000 for chairs for the Main Ballroom. She reported that last year's \$77,000 was put into the renovation fund which was more than the year before, or the previous three years. The House and Finance Committee has approved these expenditures. There were no objections.

(3) President Magrild reported that the U.S. World and News Report and the Timesopolis Herald have been purchased for use in the Terrace Reading Room.

Public Relations Committee Report

(1) Hymn SHICK reported that the Governor's Speech from the most recent Herit Reception has been edited and printed in the form of a pamphlet. This pamphlet will be sent to ACU members and other people who would be interested. The copies of the speech are in Ted Smythe's office.

(2) Myra Shiff reported that WMER will be on the air September 17 at noon. Their studio should be visited by any board members who have not yet seen it.

(3) Myra Shiff announced that the chairman of the Speaker's Bureau is Ron Robertson. Myra gave a brief report on the ideas Ron Robertson has for the Speaker's Bureau this year. People are going to go out to speak to organizations presenting the story of the Union, its purpose, its facilities, and its programs. He will be using the Union movie and brochure to help present the picture of the Union. UBOG members should be especially interested in this organization because they are among the most qualified to tell the story of the Union. Ron is planning to train new groups of students to have them go out to speak to organizations. Each board member could have one or two speaking assignments a month to help in this program. Mr. Robertson will also train people who would like to learn how to speak in front of groups.

(4) Myra Shiff announced that the chairman of the Public Relations Bureau is Julie Argo. This committee is going to set up a news bureau. The Union should have an active Public Relations corp to write stories for programs to be sent to the daily for their use. Myra requested that the board members have the news releases written up by the News Bureau or train their committee members to write the releases themselves.

(5) Myra Shiff reported that she is resigning as chairman of the Union Idaisan committee. This committee is making a study of the problems regarding food service in this building, in cooperation with the food service department. Any board members who may be interested in being on this committee should contact Myra.

Personnel Committee Report

(1) Pat Meacham reported that there are still many chairmanship openings. They should be filled before school starts. Area directors should contact chairmen from last year and find out if they are going to remain chairmen of the various committees. Pat would like to be notified in writing of the committee chairmen coming back this year and of the chairmanship openings remaining, by Friday of this week. If the board members know why chairmen aren't coming back, they should list the reasons, and also list any people they think may be interested in a chairmanship.

(2) Pat Meacham requested that the board members who have not attended the evening program do so either the 12th or 13th of September as these are the last two days of the evening program.

(3) Pat Meacham announced that Bob Thon is the chairman of the Union Board Council. Pat stressed the importance of recruiting the best people for the Union Board Council. Anyone interested in UBOC can sign up Friday night of Welcome Week in the foyer of the Union. Monday, Tuesday, Wednesday, and Thursday of Welcome Week will be the days for interviews. The Personnel Standing Committee is going to help with the interviews, and any other board members who would like to help are invited to do so.

The new Union Board Council brochure has been out for approximately one month and has been placed in the orientation packets.

Program Committee

- (1) Judy Hoy reported on the coming Special International Week on Economic Development.

Norman Uphoff, President of the Student Peace Union, explained the tentative schedule of the week. This week would include the sale of World University Service Campus Pass, Book drive for Universities in Iran and Algeria, displays in CMU, and the opening of the new International Student Lounge. This is a series of programs from October 1-5 relating to Economic development throughout the world. It is being sponsored by ISA in cooperation with the International Student Council, the Union B Board of Governors and the Department of Concerts and Lectures.

There was a question about the cost involved for the Union. Norman Uphoff explained that the only cost would be for setting up and clean up of the rooms and the PA system which would be supplied by UBOT.

All that is needed at this meeting is the approval of participation in this week. Do-sponsorships for each program will come individually. The International student Lounge is completed except for the maps for the walls, and the Peace Corp will put up displays in the lounge.

Motion V-2
Dr. Zander moved that the Union Board of Governors generally approve the Special International Week on Economic Development.

Mr. Starr encouraged the board to participate in this joint program.

Motion seconded and carried.

- (2) Judy Hoy called the attention of the board to the program attendance report. The cultural and recreational areas were up in attendance from last year.

Judy congratulated Judy Kaplan for the excellent job in summer programming.

- (3) Judy Hoy announced that the main attraction for the Homecoming entertainment will be the Journeyman.

Irene Shiff mentioned an idea she felt could be used for the Down Under's first program or as a general Saturday night theme throughout the year. She mentioned a nightclub effect, with food service provided by waitresses. Professional entertainment could be used along with local talent. Ted Knul explained that this general idea had been tried before in the North Star Room on Saturday nights, and there is a file explaining the programs and the reaction to them.

Mr. Starr reminded the board members that they are going to have to decide how this room is going to be used regarding a juke box or musicians, because the room will be sealed if Union musicians are used for entertainment. He felt that a policy should be set regarding the use of this room.

The question was brought up regarding the musician Union's decision regarding sealing certain rooms in this building. Mr. Starr explained that he met with a representative of the Musicians Union and they have decided to reconsider the matter, and we are now waiting to hear from them.

Old Business

(1) Scott Wilson explained the procedure to be followed during Welcome Week open house in the Union. On Monday, September 17, the Facilities and programming of the Union will be open to the new students. This is the time when the Union recruits their committee people. There is going to be a jazz band in the Men's Lounge, movies in the Women's Lounge, square dancing on the mall, a demonstration in the art craft studio, bowling and billiards will be open and free to the students, there will be chess in the game room, and the recruiting program will take place in the North Star Room. These programs will take place from 7:30 until 10:30 p.m. There will be a dance in the Main Ballroom from 9:00 p.m. to 1:00 a.m. These programs are to interest people in working on programs similar to the ones they will be seeing that night. Each of the board members will be in charge of their area in preparation for this event. Booths and tables will be set up in the North Star room to be decorated by the different areas. Board members will have a maximum of \$5.00 for each area for decorations and supplies. The booths should be in the North Star room and ready at 6:00 p.m. Monday night, with the committees people ready to explain about their part in the union programming. The chairman of the Speakers Bureau will be announcing on the PA system the various programs going on and explaining the function of the Union. He will announce at intervals what is going on in the North Star Room.

Motion V-3

Scott Wilson moved to reconsider Motion I-46 which named the area under the cafeteria "The Down Under."

Motion seconded.

Scott Wilson felt that more thought should have been given to the name of this room. He would like to have it called "The Dirt Room."

It was pointed out that since a contest was run, and the name "The Down Under" was picked as first choice, it would be poor public relations to change the name now. The board members had discussed this at length before and a better name was not brought up.

It was suggested that this matter be considered at a later date so that the board members will have additional time to think about a new name.

Myra stated that the contest winner has not been notified, so if a new name was chosen from the contest entries, most people would not know of this fact. "Gopher Hole" was an entry in the contest and many of the board members felt that since this was a name in keeping with the names of other rooms on campus, this would be a good idea.

Motion carried.

Scott Wilson asked what the general feeling was regarding calling this room "The Dirt Room." It was pointed out that most people would not be able to find any point in naming this room "The Dirt Room" in future years.

Motion V-4

Scott Wilson moved that the Union Board name the room under the cafeteria "The Dirt Room."

Motion seconded and defeated.

Motion V-5

Judy Kay moved that the Union Board accept one of the entries in the contest, naming the room under the cafeteria "Gopher Hole."

Motion seconded.

Motion V-6

Scott Wilson moved to table Motion V-5.

Motion died for lack of a second.

Motion V-5 carried.

(2) Jack Martink brought up the matter of having the materials in the Board folders ready a day before board meetings so the members have an opportunity to look these papers over before they are voted on.

Mr. Starr explained the materials are available to board members as soon as they are prepared, but many of these are not prepared until the day of the board meeting, and are placed in the folder so board members may read them prior to the opening of the meeting. He also explained that any lengthy report is usually verbally supplemented by the person presenting the report.

New Business

(1) Mr. Starr called the attention of the board to the fact that we must establish a policy regarding the discipline in this building.

(2) Mr. Starr announced that Barbara Andrie, Program Secretary, is terminating, and Darcy Martin, Stern in 106, will be promoted to Program Secretary.

(3) Mr. Starr suggested that functions of the committees and programs be established. The purposes of various programs would then be clear.

(4) Mr. Starr stated that a local newsman was preparing an article on College Unions for Time magazine.

(5) Mr. Starr announced that on September 12 a Spanish group from the University high school is going to show a film on Mexico, in cooperation with Braniff Air Ways. Board members are invited.

Announcements

(1) The next meeting will be held on September 26, 6:30 p.m. in room 346 of Coffman Memorial Union.

Meeting adjourned at 9:30 p.m.

Respectfully submitted,
Gordon L. Starr
Recording Secretary
dh

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

1961 - 62 ANNUAL PROGRAM BUDGET REPORT

AREAS and COMMITTEES	ORIGINAL BUDGET	MID-YR. ADJUST.	TOTAL INCOME	TOTAL EXPENSE	BALANCE
FINE ARTS AREA					
Art Craft Studio	\$500.00	\$ 80.84	\$146.84	\$639.26	\$ 7.58
Fine Arts Gallery	500.00	0	100.00	727.79	-127.79
Talent Associates	700.00	-184.11	0	732.47	-32.47
GRADUATE AREA					
Graduate Programming	500.00	-250.00	25.00	482.89	42.11
MUSIC AREA					
Classics Corner	500.00	288.69	288.69	743.31	45.38
Coffman Musicale	500.00	300.34	640.84	1485.50	-344.66
Union Jazz Workshop	800.00	591.78	1570.94	2212.86	158.08
Christmas Sing	150.00	6.74	6.74	156.74	0
RECREATION AREA					
Bowling	400.00	247.75	524.60	847.25	77.35
Bridge	200.00	0	253.46	401.29	52.17
Chess	100.00	38.07	277.89	294.25	83.64
Table Tennis-Billiards	100.00	-26.24	23.86	74.06	49.80
Co-Rec Nights	150.00	36.75	36.75	109.30	77.45
Outing Instruction	100.00	-50.00	0	50.00	50.00
Outing Events	450.00	158.27	491.07	565.05	376.02
Ski Train	0	-44.35	3204.95	3201.20	3.75
SOCIAL AREA					
Dance Instruction	200.00	-90.06	967.55	1195.37	-27.82
Single Swing	0	-114.71	2120.40	2120.40	0
Square Dance	100.00	226.39	972.50	996.08	76.42
Variety Dance	500.00	150.00	3059.37	4842.03	-1282.66
SPECIAL EVENTS					
Homecoming	0	-1593.22	6459.07	6457.99	1.08
Welcome Week	800.00	29.59	29.59	829.59	0
Christmas Semi-Formal	0	0	833.00	623.68	209.32
Creative Arts Festival	1500.00	0	0	1127.11	372.89
Campus Carnival	0	320.00	320.00	283.34	36.66
Summer Program	2000.00	0	2348.70	3427.77	920.93
TOPICS AREA					
American-Foreign Students	300.00	-42.72	18.39	346.26	-27.87
Focus	500.00	-253.50	0	535.16	-35.16
Student-Faculty Relations	300.00	307.83	356.62	356.71	299.91
VARIETY AREA					
Charm	300.00	-43.02	0	206.11	93.89
Noon Programs	1500.00	200.00	331.84	1818.56	13.28
Stag	300.00	-58.09	149.50	302.15	147.35
UNION BOARD ACTIVITIES					
Board Activities	800.00	115.99	115.99	1004.74	-88.75
Christmas Decorations	100.00	21.25	21.25	121.25	0
Christmas Cards	75.00	0	0	40.00	35.00
Big Ten Convention	200.00	200.00	200.00	532.37	-132.37
Merit Reception	700.00	300.00	300.00	914.88	85.12

AREAS and COMMITTEES	ORIGINAL BUDGET	MID-YR. ADJUST.	TOTAL INCOME	TOTAL EXPENSE	BALANCE
LEADERSHIP TRAINING					
Personnel	\$300.00	\$206.00	\$276.00	\$485.55	\$ 90.45
Union Board Council	150.00	47.20	94.02	359.83	=115.81
Leadership Seminars	25.00	4.52	15.02	6.52	33.50
Retreats	350.00	48.39	48.39	241.76	156.63
PUBLIC RELATIONS					
Ad Agency	300.00	0	0	199.11	100.89
WMMR	0	0	5111.37	5012.12	99.25
Public Relations	2500.00	=1195.30	0	2420.93	79.07
Brochures	300.00	0	0	143.71	156.29
Gopher	400.00	=300.30	0	400.00	0
PROGRAM DEVELOPMENT					
Program Expansion	5000.00	1800.93	5012.39	6568.71	3443.68
ADMINISTRATION					
Supplies	600.00	0	280.40	750.53	129.87
Telephone	600.00	50.00	50.00	658.20	=8.20
Postage	200.00	0	204.68	283.00	121.68
Equipment	500.00	0	0	505.24	=5.24
Orientation	300.00	0	0	234.67	65.33
Miscellaneous (overhead)	566.00	0	0	490.00	76.00
Staff Travel	600.00	50.00	50.00	789.65	=139.65
Staff Training	50.00	0	0	14.67	35.33
Summer Administration	300.00	0	24.45	400.87	=76.42
TOTALS	\$28,866.00		\$37,362.12	\$60,769.84	\$5458.28

9/11/62
ba

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

PROGRAM ATTENDANCE REPORT

Summer 1962

AREAS and ACTIVITY	I SS	II SS	I SS	II SS	Totals	
	1961	1961	1962	1962	1961	1962
SOCIAL AREA						
Open House	1625	800	1850	300	2425	2150
Finals Finale	600	350	500	425	950	925
Noon Programs	840	700	182	176	1540	358
Square Dance	985	1150	1051	1082	2135	2133
Patio Dance	710	750	883	968	1460	1851
Terrace Dance	720	569	590	405	1289	995
Dance Instruction	441	455	171	155	896	326
President's Reception	400	400	450	600	800	1050
TOTAL					11,495	9788
CULTURAL AREA						
Art Craft Studio	444	569	351	467	1013	818
Art Craft Studio Workshops	54	41	210	35	95	245
Special Events	293	662	1075	3444	955	4519
Hi Fi Listening	410	305	329	289	715	618
TOTAL					2778	6200
RECREATION AREA						
Billiard Room (evenings)	145	closed	109	closed	145	109
Bowling Lanes (evenings)	762	1038	1091	920	1800	2011
Games	-	90	28	21	90	49
Bridge Instruction and Parties	60	39	57	42	99	99
Outing Trips and Rentals	100	295	429	-	395	429
TV Lounge Programs	-	111	157	95	111	252
TOTAL					2640	2949
GRAND TOTAL	8589	8324	9513	9424	16,923	18,937

9/7/62
ba

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

September 26, 1962

I. Standing Committee Reports

A. Executive

- 1) Director's report
 - a. Summer Program
 - b. Amateur Status
 - c. Gopher Hole
 - d. Parking
 - e. Materials from AGU
 - f. Program
- 2) MSA Representative
- 3) AGU Region VII Conference
- 4) Next Meeting
- 5) Blazers
- 6) Goals

B. House and Finance

- 1)
- 2)
- 3)

C. Public Relations

- 1) Another Member
- 2) Meeting Time
- 3) Brochures
- 4) Ad Agency
- 5) News Bureau
- 6) Showcase

D. Personnel

- 1) Chairmanship Openings
- 2) Procedure for Training Chairmen
- 3) Union Board Council
- 4) Interviews

E. Program

- 1) Co-sponsorships
- 2) Rovers - Outings Committee Merger
- 3) Letters
- 4) Special International Week on Economic Development
- 5) Miscellaneous

II. Old Business

- A.
- B.

III. New Business

- A.
- B.

IV. Announcements

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of September 26, 1962

Members Present:

Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Myra Shiff, Chuck Treumann, Kathy Wagnild, Jack Wartnick, Scott Wilson, Professor Frank Buckley, Professor David LaBerge, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald R. Zander, Mr. Edwin Braman

Members Absent:

Sue Berstein

Others Present:

Mr. Stanley J. Wenberg, Vice President; Mr. Ted Kaul, Program Director; Mr. David Knops, Accountant; Mrs. Donna Harrison

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

The minutes of the last meeting were corrected as follows:

Norman Uphoff was listed as being President of the Student Peace Union under the list of guests. He is the President of the Minnesota Student Association.

The Executive Committee report states that the room assignments for the coming year had been referred to the House and Finance Committee. This should have been an announcement of the room assignments being approved by the Executive Committee.

Minutes stand approved as corrected.

Executive Committee Report

(1) Mr. Starr gave a brief report. He felt that we need to know more about summer programming from a national standpoint. Miss Meta Maneks, Administrative Fellow, is undertaking a study on a national basis regarding summer programming. This study should be of help to the Department of Student Unions when completed.

Mr. Starr reported that the Association of College Unions has an amateur status ruling for bowling and prospective bowling team members should be informed.

Mr. Starr commented that he has toured the Gopher Hole many times since its opening, and he felt that the reaction of the students to this area of the Union is very favorable.

Mr. Starr asked those board members who drive to board meetings to list their names and license numbers so that arrangements can be made for parking for Wednesday nights.

Mr. Starr had received some brochures from different unions which he passed around to the board members. He explained what some of the different unions had done in the way of new programs and facilities.

Mr. Starr suggested that we may have to program more than one event a night in order to accomodate more students.

(2) President Wagnild reminded the board members that she will not be able to continue acting as the Minnesota Student Association representative of the Union Board of Governors.

(3) President Wagnild announced that the Association of College Unions Region VII Conference will be held on November 16th and 17th, 1962, at the South Dakota State College in Brookings, South Dakota. Information as to the number of delegates, housing, etc. has not arrived, but board members will be notified as soon as this information is made available.

(4) Kathy Wagnild announced that the next board meeting will be a dinner meeting held in Room 355 of Coffman Memorial Union at 6:00 p.m. All board members are asked to be prompt. If anyone can't attend, he should notify Mrs. Harrison in Room 106.

(5) President Wagnild stated that the Executive Committee has again been discussing the possibility of having blazers for the Union board members. Any ideas on this from the board members would be helpful. The purpose would be to identify the members of the board at various official functions they attend such as the President's reception. The expense of these blazers would probably be absorbed by the board members, unless they had a way to raise the money.

(6) President Wagnild announced the following goals she has set for the Union Board of Governors for the coming year:

- a. The board should work closely with the Minnesota Student Association, especially in promoting student identification cards.
- b. There should be studies on long range finances, program and facility needs, parking as related to the Union, and a traffic study of people who use the Union.
- c. There should be an increase in the quantity and quality of programming to better serve the many students on campus this year.
- d. The Board should work toward getting better publicity of Union programs and facilities.
- e. Good planning for and use of the Gopher Hole and the International Lounge should be another project for the board.
- f. Good programs and facilities on the West Bank should be developed and co-ordinated by the Union Board of Governors.

g. Over 500 applications have been turned in for committee members. The Union Board will have to try to keep these people interested.

h. Board members should attend as many Union functions as possible, especially in their own areas.

i. Board members should remember that the problems and policies brought before the board should have been thoroughly discussed at the standing committee meetings.

House and Finance Committee Report

The House and Finance Committee did not meet this week, so only one item is to be brought before the Board at this time.

(1) The dedication of the International Lounge will be held on October 2. The House Rules state that refreshments can not be served in this lounge. The House and Finance Committee has been asked to make an exception in the case of the dedication of the Lounge, so that refreshments may be served.

Motion V-7

It was moved that an exception be made to the House Rules to allow refreshments to be served for the dedication of the International Lounge on October 2, 1962.

Motion seconded.

Gloria Davis stated that the foreign student organizations on campus hope to be doing alot of programming in this lounge. The rules regarding refreshments in this Lounge were adopted when this was a cross lounge and not being used for any particular programming. She suggested that this rule be changed to read that refreshments could be served in this Lounge when there is a program being co-sponsored by a Union Board committee.

Motion V-7 carried.

Public Relations Committee Report

(1) Myra Shiff felt that another member should be added to the Public Relations Committee. This member would be taken from the Personnel Standing Committee. The Personnel Committee has six members and the Public Relations Committee has four members. The Public Relations Committee has many new ideas this year and another person is needed to help carry out these new ideas.

Motion V-8

It was moved that Motion U46 be brought back and action taken.

Motion seconded and carried.

Motion U46 now on the floor.

Pat Meacham was against having a person taken from the Personnel Committee and put on the Public Relations Committee. The ruling that put an extra person on the Personnel Committee was adopted only last Spring. Because of the work involved, this person is needed.

Myra Shiff felt that there were not enough people on the Public Relations Committee to efficiently and effectively carry out the plans for this year.

Chuck Tremann felt that the main reason more people were needed for the Personnel Committee was for the interviewing.

Pat Meacham stated that people are needed to work with Union Board Council and more training programs should be developed.

It was felt that all of the board members should be willing to help with Union Board Council and the interviews.

Question called.

Motion U-46 carried. Vote was 13 to 3

(2) Myra Shiff announced that the meeting time for the Public Relations Standing Committee will be 3:30 p.m. on Wednesdays.

(3) Myra Shiff stated that the new general union brochure is being distributed. The cost was \$380.00 for 7,500 copies. Board members are encouraged to use this brochure as much as possible for different activities. These brochures should be given to new committee members.

(4) Myra reported that ads are being handled through Louise Moberly, Program Consultant. The Ad Agency won't be in operation for a few more weeks. Board members were reminded to have the ads approved by the Program Consultant in their area.

(5) Any information on future programs should be left in the News Bureau box in the Union Board office.

(6) Myra Shiff reminded the board that the show case next to the pictures of the board members is for the use of the Union Board committees. Reservations must be made for the use of this board.

Personnel Committee Report

(1) Pat Meacham read the list of the chairmanship openings. She reminded the board members that all applicants for chairmanships must first go through the Personnel Committee to be interviewed.

(2) Pat Meacham reported on the procedure for training chairmen. Each board member will have a ditto in his box explaining this procedure. Each chairman received a list of people who expressed interest in his committee. Area Directors should check to see that the chairmen have contacted these people. The applications are filed in Room 231 so chairmen should go through this file for the names of these people.

(3) Pat Meacham announced that the first Union Board Council meeting will be on Tuesday, October 2, 1962. Board members are urged to attend these meetings. It is very important that UBC members know who the board members are and that the Union Board is interested in them. Each Board member will be assigned a meeting to attend to explain his area to the Union Board Council.

(4) Pat Meacham asked that any applications for chairmanships be turned in this week. There will be interviews before the board meeting next week.

Program Committee Report

(1) Judy Hoy announced that the program committee approved three co-sponsorships, for the week of October 1 to 5, 1962.

There will be a program to welcome the new foreign students to the University on September 28 at 8:00 p.m. in the Main Ballroom sponsored by the International Student Council and the American Foreign Students.

There will be two pep dances held in the Main Ballroom from 9:00 p.m. to 1:00 a.m. on September 28 and October 5 sponsored by Variety Dance and the PomPom Girls - Cheerleaders. As a result of this co-sponsorship the Cheerleaders and Pom Pom Girls agree to appear at all of the other pep dances as well.

During the Special International Week on Economic Development there will be noon programs in the Main Ballroom, sponsored by the Union Board of Governors Noon Programs Committee and the Minnesota Student Association.

There is a new co-sponsorship form prepared for board members to use for co-sponsored programs.

(2) Judy Hoy reported that there was discussion at the program meeting of the Rovers dissolving their club and individually joining the Outings Club. No action will be taken on this proposal, until the chairman of the Rovers Club reports back to the Program Committee.

(3) Judy Hoy reported that letters will be sent out to all campus organizations and department heads with a copy of the new co-sponsorship and brochure urging them to participate in co-sponsorships. Judy will prepare a list of organizations that each area might be interested in.

(4) Gloria Davis passed out material on the Special International Week on Economic Development with the names and background of people who are coming for programs during that week. Gloria Davis explained the agenda to the board members. The Arab-American Club will fill the display cases. Paintings by an Indian student will be put up. Invitations are sent out to the administrative committee for the dedication of the International Lounge. John D. Rockefeller the Fourth will speak briefly for the dedication ceremonies on the role of college students in international affairs. There will be a history of the lounge available.

President Wagnild invited Mr. Wenberg to attend this dedication.

(5) Judy Hoy stated that some area directors have not contacted their program consultants regarding programming. This should be done as soon as possible.

Old Business

(1) It was announced at the last meeting that Myra Shiff has resigned from the chairmanship of the Liason Committee. Scott Wilson also resigned leaving two openings in this committee. The Executive Committee has recommended Roger Hauge for the chairmanship. Nominations were opened for two members of the Liason Committee to be appointed.

Judy Mitera was nominated, but declined the nomination. Gloria Davis volunteered to become a member of this committee. Jack Wartnick was nominated but declined the nomination. Scott Wilson nominated Professor Buckley who accepted the nomination. Gloria Davis and Professor Buckley will be the two members of the Liason Committee.

New Business

(1) Mr. Starr stated that a number of students and program people have talked about the policy we have concerning the joint sponsorship of jazz programs and the amount charged for these programs.

He read a letter concerning this subject. This letter explained that each time a nationally known jazz group or musician appears at Coffman Union Main Ballroom, the Union Jazz Workshop, or whatever group sponsors this program, loses money because of the \$1.00 fee charged for entrance. The letter went into detail on this subject explaining the far-reaching implications and showing why this amount should be changed to a more realistic figure.

The board members discussed the possibilities of how to go about having this policy changed. Some type of a recommendation should be composed and submitted for review by, possibly Mr. Lombard and the Senate Committee on Student Affairs. It was the general feeling of the board that this policy change should be recommended.

Dr. Zander stated that exceptions for special concerts could be requested which has been done on an individual bases.

Scott Wilson suggested that this matter be referred to the Program Committee to set up a recommendation on this matter.

Ted Kaul commented that the price of talent has gone up considerably, so that even \$1.25 admission would not pay the expenses.

Motion V-9

It was moved that the matter of admission charge for Union jazz events held in the Main Ballroom be referred to the Program Committee for a report back to the board.

Motion seconded and carried.

(2) Mr. Wenberg commented on some of the matters brought up at this board meeting and his thoughts on them. He felt that the Liason Committee is important and it is an enriching experience to serve on this committee. Mr. Wenberg felt that the Union Board should bring up problems on policies like the one regarding the jazz musicians and admission price. He thought that co-sponsorships were a good idea and should be utilized to the fullest. He also mentioned the article concerning student unions in the Time magazine and felt that there were some comments that could have been written in a different light. Mr. Wenberg commented that he enjoyed attending the meeting and now understands more about the Union Board of Governors.

Announcements:

(1) Mr. Starr announced that the ACU Bulletin is out and should be read by all Union Board members. There are some articles about the University of Minnesota in this bulletin.

(2) Marilyn Eck has been appointed as the new Program Consultant.

(3) The Leadership kit was shown by Fred McCormick and Aliya Ulsath to a Social Welfare Agency.

(4) The Union film is being used by a college in Alabama at this time, and a church in Pennsylvania has requested the film for counseling purposes.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

dh

UNIVERSITY OF MINNESOTA
COFTMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

October 3, 1962

I. Standing Committee Reports

A. Executive

- 1) New Stenographer
- 2) Excuses
- 3) Blazers

B. Program

- 1) Co-sponsorships
- 2) Gopher Hole Policy
- 3) Calendar
- 4) Miscellaneous

C. House and Finance

- 1) Requests
- 2) Ditto Machine Policy
- 3) International Lounge
- 4) Gopher Hole
- 5) Class Schedules

D. Public Relations

- | | |
|-------------------|----------------|
| 1) W M M R budget | 4) Ivory Tower |
| 2) Meeting time | 5) Show case |
| 3) Calendar | |

E. Personnel

- 1) Chairmanship Approval
- 2) Committee Members
- 3) UBC

II. Old Business

- A. Congratulations on International Lounge
- B.

III. New Business

- A. None
- B.

IV. Announcements

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 3, 1962

Members Present:

Sue Bernstein, Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Chuck Tremann, Kathy Wagnild, Jack Wartnick, Scott Wilson, Professor Frank Buckley, Mr. Walfred Pedersen.

Members Absent:

Myra Shiff, Dr. David LaBerge, Mr. Gordon L. Starr, Dr. Donald Zander, Mr. Edwin Braman

Others Present:

Mr. Ted Kaul, Program Director; Miss Caroline Wagnild, Homecoming Chairman; Mrs. Donna Harrison, Miss Nancy Thompson

The meeting was called to order at 7:05 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the last meeting were approved.

Executive Committee Report

- (1) President Wagnild introduced Nancy Thompson as the new stenographer in Mr. Starr's office.
- (2) President Wagnild announced that the Executive Committee did not meet this week due to the illness of two members. She also reminded the board that if they are going to be absent from a meeting, the Executive Committee should be notified by 4:00 p.m. on Tuesdays. Board members must have an excuse if they are going to be absent.
- (3) President Wagnild asked for general opinions about purchasing blazers and the type of crest to be used.

Gloria Davis asked if the board would be paying for the blazers themselves. It was suggested that a board project to raise money for the blazers would be the best idea.

Some of the board members felt that the blazers should be bought individually. The board could design or style the crest that they want. The purpose of the blazers is to improve the image of the Union Board on campus. These blazers would be worn at various functions for identification. It was suggested that the cost of the blazers be investigated. Miss Meta Maneks, Administrative Fellow, has been checking on the cost of various kinds of crests.

Program Committee Report

- (1) Judy Hoy reported that the Program Committee approved the following co-sponsorships:

Speeches by Val Bjornson, State Treasurer, and Don Fraser, DFL State Senator, on Amendment #2, on October 11, 1962 from 12:30 to 1:30 p.m. in the Main Ballroom; this is sponsored by Noon Programs and the Minnesota Student Association.

A thirty-minute speech by Congressman Joseph Warth followed by a twenty-minute question and answer period. The program will start at 11:30 a.m. and be repeated at 12:30 p.m. on October 16, 1962 in the Main Ballroom. This program will be sponsored by YDFL and the Noon Programs Committee.

A "Career Mart" program consisting of exhibits by various business firms, etc. These exhibits will be set up from 10:00 a.m. to 4:00 p.m. on the 8th and 9th of October, 1962. Representatives from business and industry will be present at these exhibits. On Wednesday, October 9th there will be a panel discussion during the hours of the normal Noon Program. This "Career Mart" is sponsored by the Noon Programs Committee and SLA Week Committee.

(2) Caroline Wagnild, Homecoming Chairman, reminded the board members that October 20 was the date of the Homecoming. Tickets for the dance will be on sale October 8 to 11 and October 15 to 19. The price of the tickets is \$3.00 a couple. The Journeymen will be the main attraction and the following bands will also be performing in various parts of the building: Dick Perry - Main Ballroom, Rich Clausen - Gopher Hole, Harry Strobel - Women's Lounge, Harry Blons - Junior Ballroom, Irv Williams - Men's Lounge, Chris Kalogerson - Game Room, Dick Marrone - Cafeteria. Committee members are working on the room decorations. The Union Board Council is decorating the hall foyer and outside of the building.

Any board members interested in attending the Coronation Ball on October 17 should contact President Wagnild. Names of those interested will be put on a list and submitted to MSA.

Motion V-10

Judy Hoy moved that the following recommendations regarding the use of the Gopher Hole be accepted by the board:

A. The Gopher Hole be used as a bag lunch room during the rush hours of 11:30 a.m. to 1:00 p.m. each day.

B. The Gopher Hole be used as a recreational area.

Seconded.

Judy Hoy stated that since many other rooms in the building are provided for study, the Gopher Hole could be used as a room for a study break.

Gloria Davis felt that many of the other rooms were not as well equipped for studying as the Gopher Hole.

It was pointed out that the Gopher Hole can be reserved for programs.

It was the general feeling of the board that the Gopher Hole should provide an opportunity for the students to relax, dance, and have refreshments.

Motion V-10 voted on and carried.

Judy Hoy read the following recommendations for consideration by the House and Finance Committee:

- a. that a juke box be put in the Gopher Hole with a maximum cost of five cents per song, preferably free.
- b. that a study be made of the Gopher Hole as to what type of people use it, why they use it, and when they use it, taking into consideration any outside groups who would use it, if any.
- c. that a dancing area be included, possibly painted a different color to set it off.
- d. that the possibility of having a soft drink bar selling potato chips, popcorn, candy, cokes, etc. be considered.
- e. that a piano be put on the balcony area - perhaps an old up-right with tacked strings for a honky-tonk effect.

(3) Judy Hoy reported that the Program Committee decided to put out a weekly calendar describing union events. It will be put by the information desk. Judy also asked the House and Finance Committee to consider the possibility of having small tables at the doors of the Union for the distribution of these calendars.

House and Finance Committee Report

(1) Sue Bernstein reported that the House and Finance Committee approved the following requests:

An exception to the House Rules will be made for the chess tournaments to be held in the North Star Room from 7:45 a.m. until 12:00 because the game room closes at 10:00 p.m. The first chess tournament will be held on Monday, October 8, 1962.

The Campus Chest will put up a banner in front of the Union from November 4 through November 10.

(2) Gloria Davis submitted a request to the House and Finance Committee for a change to be made in the House Rules in regard to the Ditto Machine Policy, allowing Union Board committee members to use the machine in the Art Craft Studio.

The present House Rule regarding the use of ditto machine in the Art Craft Studio was explained. It was pointed out that this machine was designated for the use of campus organizations and individual students and that Union Board Committees have their own ditto service. Ted Kaul pointed out that there should be some way to review dittoes before they are distributed under the Union Board of Governors name, and that this is always done with dittoes that are prepared and turned in in advance.

Gloria Davis felt that the committees should be able to use the Art Craft ditto machine if any emergency arises whereby a ditto is not prepared by the deadline of 2:30 p.m.

Ted Kaul stated that the major reason for the ditto machine in the Art Craft Studio is to provide a ditto service for the students and campus organizations, and not to duplicate a service already provided for the Union Board Committees.

Motion V-11

Scott Wilson moved that the ditto machine in the Art Craft Studio be made available for the use of Union committees during Art Craft Studio hours. Dittos must be approved by an area director or program consultant. Students and other campus organizations will have priority in its use.

Seconded.

Motion V-12

Jack Wartnick moved that Motion V-11 be amended by striking out the words "Students and other campus organizations will have priority in its use".

Seconded.

Mr. Pedersen felt that Motion V-12 should apply to emergency situations only.

Motion V-12 voted on and defeated.

Motion V-11 voted on and carried.

(3) Sue Bernstein felt that the International Lounge was a wonderful part of the Union. She extended her thanks to everyone who worked on the displays for the dedication. She suggested that there be some further protection for the exhibits in this Lounge. She pointed out that doors would be impractical because of the inconvenience to the Alumni Office and the fire hazard. It was the general feeling that a guard would be the most practical solution. This matter was referred to the House and Finance Committee.

(4) Sue Bernstein asked the board members for any reactions to the Gopher Hole.

(5) Sue Bernstein announced that class schedules should be turned in so that meeting times can be set.

Public Relations Committee Report

Marcia Davis reported for the Public Relations committee.

(1) Marcia Davis reported that the budget for WMMR has been approved by the Public Relations Committee. She gave a brief description of the budget.

(2) Marcia Davis announced that the next Public Relations Committee meeting will be at 3:30 p.m. Wednesday, October 10, 1962.

- (3) There will be a calendar of Union events in the Daily on Monday, October 8.
- (4) The Ivory Tower on the 15th of October will contain a half page ad on Union activities.
- (5) Marcia Davis asked that any board members who have events for the Public Relations Bureau put them in Julie Argue's box.
- (6) Marcia announced that the show case on the first floor has been booked for about half of the fall quarter. There is a schedule in Room 232 of the reservations.

Personnel Committee Report

(1) The following people have been approved as chairmen: Carolyn Podany - Coffman Musicale, Sally West - Single Swing, Lawrence Halpern - Table Tennis, Gary Boos - Chess, Bartlett McCarthy - Bridge, Karen Stoner - Focus, Kathy Book - Classics Corner, Al Bernard - Union Jazz Workshop, Andrea Hricks - Unithon, Charles Swanson - Bowling.

There are ten new chairmen but there are still some chairmanship openings. Interviews will be held on Friday, October 5, 1962.

- (2) Pat Meacham reminded board members that they must be sure that committee chairmen look through the application files. Many applicants have not yet been contacted.
- (3) The first meeting of the Union Board Council was Tuesday, October 2. Pat Meacham stated that she is very pleased with this group. On Tuesday, October 9, there will be a committee chairmanship meeting at 6:30 p.m. All Board members are required to be present. The Union Board Council will meet with the committee chairmen at 7:30. This year all UBC members are required to participate in another Union committee. Committee chairmen will be notified by mail of the Tuesday night meeting. Each chairman must have a poster in a certain part of the meeting room telling people where to sign up for committees.

Old Business

- (1) Judy Hoy congratulated Gloria Davis on the excellent work she did with the International Lounge Dedication.

Gloria Davis thanked Dan Paskewitz, American-Foreign Students Committee Chairman, and Shirley Clark, Program Consultant, for the work they did on the International Lounge Dedication.

New Business

None

Announcements

(1) Marcia Davis announced that Dr. McNab will be giving a piano concert in Carnegie Hall on November 18, 1962. On the 7th of November, Dr. McNab will give a recital in one of the lounges in the Union.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

nt

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

October 10, 1962

I. Standing Committee Reports

A. Executive

- 1) Excuses
- 2) Pass List
- 3) Blazers

B. Program

- 1) Co-sponsorships
- 2) Table Tennis
- 3) Program Policy
- 4) Calendar

C. House and Finance

- | | |
|---|-------------------------|
| 1) Requests | 5) Identification Cards |
| 2) Gopher Hole and North Star Room conditions | |
| 3) Gopher Hole clock | 6) Road Maps |
| 4) Trial juke box | 7) International Lounge |
| | 8) Ad Agency |

D. Public Relations

- 1) Gopher
- 2) Advertising Policy
- 3) Display case
- 4)
- 5)

E. Personnel

- 1) Chairmanship Openings
- 2) Present Chairmen
- 3) UBC

II. Old Business

- A.
- B.

III. New Business

- A.
- B.

IV. Announcements

V. Adjournment

nt

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 10, 1962

Members Present:

Sue Bernstein, Gloria Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Chuck Tremann, Kathy Wagnild, Jack Wartnick, Scott Wilson, Myra Shiff, Professor Frank Buckley, Mr. Edwin Braman, Dr. David LaBerge, Mr. Gordon L. Starr, Mr. Walfred Pedersen, Dr. Donald Zander.

Members Absent:

Marcia Davis

Other Present:

Mr. Ted Kaul, Program Director; Mr. Ron Moe; Miss Mary Ann Hall, Daily Reporter; Mrs. Doxma Harrison; Miss Nancy Thompson

The meeting was called to order at 6:30 p.m. in Room 346 of Coffman Memorial Union.

The minutes of the last meeting were approved.

Executive Committee Report

(1) President Wagnild announced that the Executive Committee excused the board members who were absent from the last meeting.

(2) President Wagnild announced that a pass list was submitted to the Executive Committee by the MSA for 16 people to be admitted to the Homecoming free. This list has been approved.

(3) President Wagnild passed around several crest emblems which could be placed on proposed blazers. She also announced that if anyone had a different design to be considered, it should be submitted to her.

Judy Hoy reported that she had contacted two wholesale firms about the prices of blazers. The cost varied between \$9 and \$20.

Dr. LaBerge felt that because of the past articles in the Daily, the purchasing of blazers should be carefully considered.

Myra Shiff felt that UBOG should spend their time on other areas instead of on blazers. She pointed out that UBOG was a service to the University instead of to themselves.

President Wagnild requested that each board member consider this matter carefully this week because at the next meeting it will be brought to a vote.

Program Committee Report

(1) Judy Hoy reported that the following co-sponsorships have been approved by the Program Committee:

Debate on "The Advisability of Replacing Governor Elmer L. Andersen." There will be four student debaters. This will be held in the Main Ballroom on October 18, 1962 from 12:30

to 1:30 p.m., sponsored by Noon Programs, UMRA, YDFL and the Students for Andersen.

Speeches by Senator Hubert Humphry and Representative Fraser concerning this years campaign issues followed by a question and answer period on October 19, 1962, from 11:30 a.m. to 1:30 p.m. in the Main Ballroom; this is sponsored by Noon Programs and the YDFL Club.

Speech by Dr. Walter H. Judd, Congressman, 5th District, Minnesota Campaign issues will be the general topic of discussion. This program will be held in the Main Ballroom on October 22, 1962, from 12:30 to 1:30 p.m., sponsored by Noon Programs and the UMRA.

(2) Judy Hoy reported that table tennis and billiards were subdivided into two committees. By doing so they hope to plan their programs more fully with no increase in the budget.

(3) Judy Hoy stated that because the purpose of the Union is to provide the highest quality in programming, and because the audience is an intricate part of programming, the Program Committee feels the following policy should be adopted:

- I. Students must be ready to show Union fee statement or be the guest of a Union student.
- II. Proper attire must be worn for all Union events:
 - A. Women must wear skirts or dresses.
 - B. Men must wear slacks and shirts.
 - C. Those not conforming to these standards will not be admitted.
- III. Anyone behaving in a manner not reflecting credit upon the University will not be admitted or will be removed from the event.

This policy will apply to all events within the Union itself.

(4) Judy announced that the Union event calendar would be put out this week, and that if anyone would like to have these calendars distributed at a Union event, check Ted Kaul's, Program Director, office.

Pat Meacham suggested that the calendars be put in the different organization's boxes so they could announce the events at their meetings.

House and Finance Committee Report

The House and Finance Committee passed the following requests:

1. Tables will be placed in the Main Ballroom, the Gopher Hole and the Gopherette for distribution of the weekly calendars.
2. The Homecoming Committee will put up a banner in front of the Union October 13-20.

3. Campus Chest requested the following: Use of the display case November 4-10, a folding bulletin board, and an area in the foyer.

(2) Sue Bernstein stated that from the lunch hour on the Gopher Hole and the North Star Rooms were left in poor condition. She suggested that to help solve this problem, a publicity campaign be started by using the Gopher theme for slogans and posters.

Using additional custodial help was discussed to help provide a more pleasant atmosphere during the lunch period by keeping the area clean.

(3) Sue Bernstein suggested that a clock be installed in the Gopher Hole to help students get to their classes on time. She also felt that a slogan on the clock would add to the attraction.

(4) Sue Bernstein announced that the House and Finance Committee had decided to install a juke-box in the Gopher Hole on a month's trial basis at a dime a play. Sue also stated if the juke-box didn't work out, they would investigate different aspects of supplying music.

Scott Wilson asked why they couldn't have the juke-box operate on a free-play bases.

Sue Bernstein stated that it was impractical and impossible to operate the juke-box for less than ten cents a play.

Pat Meacham stated that the purpose of a juke-box was to have music to dance to. She asked if they could designate a certain dancing area.

Suggestions were made to either paint the designated spot a different color, or remove the tables from that area.

Myra Shiff asked if they would have to have the current records or if they could keep some types of classical on hand.

Professor Buckley felt that there would be no loss in trying the juke-box on a trial basis.

Motion V-13

Chuck Tremann moved that the matter of the juke-box be referred back to the House and Finance Committee to investigate in detail.

Seconded

(5) The Committee recommended that the Board work with MSA and the SIA Board in improving the student fee statements to be used as identification cards.

(6) Sue Bernstein suggested that two area maps for rides, one of the United States and one of the Twin Cities area, be placed on the ground floor of the Union. These maps would be used as a ride service for students.

(7) Sue Bernstein reported that doors for the International Lounge would cost from \$400 to \$500, and a guard would cost approximately \$20 a day.

There was some opposition to putting up doors because of the inconvenience to the Alumni Association and because of the fire hazard.

House and Finance suggested that vertical glass showcases be placed on the wall to protect the valuable displays.

Gloria Davis felt that the vertical showcases would be too expensive and that the doors were the only possible solution. Gloria suggested that if doors were set up they could be locked after office hours and during the times when there were not a lot of people in the building.

Motion V-14

Scott Wilson moved that the matter of the vertical showcases be referred back to the House and Finance Committee

Motion V-14 voted on and carried.

(8) The House and Finance Committee gave their approval on the Ad Agency moving into Room B-4.

Public Relations Committee Report

Myra Shiff reported that the Public Relations Committee discussed advertising possibilities. In the past, calendars were run in the Ivory Tower, which will be coming out once a month this year. A weekly calendar will appear in the Daily. The first Ivory Tower ad will appear on October 15. Any ideas for the half page ad in the Daily should be given to Myra Shiff.

Public Relation Committee approved and recommended to the Board that they have individual pictures taken instead of group pictures. Last year UBOG had two pages, but this year the cost schedule allows them to have four pages. The pictures will be taken on Tuesday, October 30. Anyone not present will not have their picture in the Gopher. They will try to negotiate a special contract to be able to see the proofs.

Mr. Starr stated that this had been tried before and that it was almost impossible to have everyone there at the same time. Mr. Starr also suggested that the matter be referred back to the House and Finance Committee for a review of the last five years and see what type of coverage they had.

The Public Relations Bureau has a schedule for the display case. If you want to reserve the showcase, leave a note in Julie Argus' box.

Personnel Committee Report

(1) The following people have been approved as chairmen: Pam Shephard - Creative Arts Festival, Kim Artelle - Stag.

The Personnel Committee reported that there were still eight chairmanship openings. If anyone is interested, contact Jack Wartnick.

(2) Gloria Davis announced that it was very important for the chairmen to come in and look through the files. Over 700 applications for committee membership have been submitted. Gloria asked each member to have them check with their chairmen to make sure that they do check the files.

(3) The Personnel Committee reported that the Coke meeting for the chairman was held October 9. The UBC members signed up for several committees. These people will be subdivided according to how many people are needed on each committee.

Old Business

Motion V-15

It was moved that the Board buy a copy of the Gopher for \$6.00.

Motion V-15 voted on and carried.

New Business

Mr. Starr stated that he thought the art display in the Fine Arts gallery was excellent.

Mr. Starr stated that each member should understand the true meaning behind the ACU emblem.

Mr. Starr read the beginning of a letter from the Director of Iowa Memorial Union at the State University of Iowa concerning "A Governor Speaks."

Mr. Starr gave a brief summary of the conference he attended in Pennsylvania. While in Pennsylvania Mr. Starr had the chance to visit the Drexel Institute and the LaSalle College. During his visit he saw many points of interest which will be of value to the Union.

Announcements

Next meeting will be Wednesday, October 17 at 6:30 p.m.

Respectfully submitted

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

October 17, 1962

I. Standing Committee Reports

A. Executive

- 1) Region VII
- 2) Next two meetings
- 3) Blazers

B. Program

- 1) Co-sponsorships
- 2) Program policy
- 3) A new frontier
- 4) Miscellaneous
- 5) Recommendation

C. House and Finance

- 1) Requests
- 2) MSA showcase
- 3) Juke box
- 4) International Lounge showcase
- 5) 1961 - 1962 Income and Expenditures
- 6) Class schedules

D. Public Relations

- 1) Ads
- 2) Tours
- 3) Gopher
- 4) Letters to the faculty
- 5) Show case

E. Personnel

- 1) UBC
- 2) Personnel Bureau
- 3) Chairmanship Openings
- 4) Chairmanship approval
- 5) Committee membership

II. Old Business

- A.
- B.

III. New Business

- A.
- B.

IV. Announcements

V. Adjournment

nt

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 17, 1962

Members Present:

Sue Bernstein, Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Chuck Tremann, Kathy Wagnild, Jack Wartnick, Scott Wilson, Myra Schiff, Professor Frank Buckley, Mr. Edwin Braman, Dr. David LaBerge, Mr. Gordon Starr, Mr. Walfred Pedersen, Dr. Donald Zander.

Members Absent:

Marcia Morse

Others Present:

Mr. Ted Kant, Program Director; Miss Mary Ann Hall, Daily Reporter; Miss Judy Gilbertson, Mr. Duane Wallen, Miss Arthe Lee Kowalak, Mr. Frank Malin, Union Board Council Members; Miss Nancy Thompson.

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

The minutes of the last meeting were corrected as follows:

Under the Personnel Committee Report point 2, the minutes should have stated "Pat Meacham announced that it was very important for the chairman to come in and look through the files. Pat also asked each member to have them check with their chairmen to make sure they do check the files."

Under the Program Committee report point 3, the policy should have stated "Students must be ready to show University fee statement or be the guest of a University student."

Minutes stand approved as corrected.

Executive Committee Report

1) President Wagnild introduced to the Board the guests from the Union Board Council.

President Wagnild announced a Region VII conference would be held on November 16 and 17. She asked that anyone interested in attending put a note in her mail box.

2) President Wagnild announced that on Wednesday, October 24 there will be a dinner meeting at which Dr. Thomas will be presented with a pen set. The Room number of the dinner meeting will be announced later.

President Wagnild announced that the October 31 meeting will be informal. Topics of interest rather than immediate business will be discussed.

President Wagnild announced that the meeting before Thanksgiving would be held on Tuesday, November 20, 1962.

3) President Wagnild announced that the Executive Committee recommends that blazers be purchased.

Motion V-16

Roger Hauge moved that the Union Board of Governors advocate buying blazers, and that the Union Board buy the crests for them.

Seconded.

Myra Shiff announced that crests could be purchased at 85¢ each at a minimum of 112 crests. Myra stated that the money they would spend for crests could be used for buying pens and awards which would have a greater value.

Judy Hoy felt that blazers could be used to promote Union functions. She stated that at the President's reception it was hard to find a UBOG member, and if they wore blazers they would be set apart as hosts and hostesses. She felt that the advantages would outweigh the disadvantages.

Gloria Davis felt that the Board was not together enough as a group to wear the blazers, and that there were only a few board members who attended the President's reception last year.

Mr. Starr stated that ten or more members of the board had been present at the President's reception and they had received many compliments on the work they had done.

Myra Shiff stated that \$93.00 would be the least they could spend on the emblems. She felt that this was a lot of money, and that they should decide against buying the blazers.

Dr. LaBerge suggested the use of name cards. He stated that this would be an adequate means of identifying the board members and less expensive to each person and to the Board budget.

Motion V-16 voted on and carried.

President Wagnild announced that the blazers could either be black or navy blue.

Motion V-17

Chuck Tremann moved that the Board purchase navy blue blazers.

Seconded

Motion V-17 voted on and carried.

President Wagnild announced the Executive Committee selected four different crests to be considered for the blazers. She announced that in each UBOG folder there was a mimeograph copy of the designs.

The Board discussed each of the different crest design proposals.

Motion V-18

Judy Hoy moved that the Board accept design no. 2 for their crest reversing the words University of Minnesota and U.B.O.G.

Seconded.

Motion V-18 voted on and carried.

President Wagnild announced that the Executive Committee will decide on the colors to be used for the crests.

Gloria Davis felt that the colors maroon and gold on a white background should be incorporated in the crests.

Motion V-19

Chuck Tremann moved that the crests be maroon and gold.

Seconded.

Motion V-20

Judy Hoy moved that Motion V-19 be amended to read that maroon and gold be incorporated in the color scheme of the crests.

Seconded.

Motion V-20 voted on and carried.

Motion V-19 voted on and carried.

President Wagnild announced that if you already have a navy blue blazer it would be acceptable to wear it. Kathy announced that if anyone was interested in buying a blazer they should contact Judy Hoy.

Judy Hoy stated that if anyone wanted to order a blazer to submit the size of the blazer desired to her by Wednesday, October 24, 1962.

Program Committee Report

Judy Hoy announced that the following co-sponsorships were approved:

Annual state chess tournament beginning Friday, February 22, from 6:30 pm to 1:00 am; Saturday from 8:00 a.m. to 1:00 a.m.; Sunday from 8:00 a.m. to 1:00 p.m. There will be a special reduced rate for University students. There will also be a prize for the top "U" student. The tournament will be held in the Main Ballroom and is sponsored by the UBOG Chess Committee and the Minnesota State Chess Association.

Fencing demonstration and commentary on "styles" of fencing, etc. There will be a demonstration of a sample fencing match. The program will be on October 25, 1962 from 11:30 a.m. to 1:30 p.m. in the Main Ballroom. The program is sponsored by Noon Programs and the University Fencing Club.

Four foreign students will give their ideas on the benefits of the U.N. in their country. Discussion and refreshments will follow. The program will be on October 24, 1962, at 3:30 p.m. in the Mens' Lounge. It is sponsored by American-Foreign Students and the International Relations Club.

Speech by Dr. Walter Judd, Congressman, 5th District; Minnesota campaign issues will be general topic of discussion. Mr. Judd will be introduced by a member of UMRA. The date of the program will be November 1, 1962, from 12:30 to 1:30 p.m. in the Main Ballroom. The University of Minnesota Republican Association and Noon Programs are sponsors.

Judy Hoy announced that one co-sponsorship was not approved because it was submitted too late. She stated that this co-sponsorship could be reconsidered.

2) Judy Hoy announced that the following policy was adopted by the Program Committee:

- I. Students must be ready to show University fee statements or be the guest of a University student.
- II. Anyone behaving in a manner not reflecting credit upon the University will not go admitted or will be removed from the event.
- III. The appropriate UBOG representative shall have the authority to determine what behavior and/or attire is correct for a specific event.
 - A. Proper attire must be worn for all Union dances.
 1. Women must wear dresses or skirts.
 2. Men must wear slacks and shirts.
 - B. Those not conforming to these standards of dress will not be admitted.

3) Judy Hoy reported that there were less people attending the Noon Programs compared with last year's attendance. Judy also urged each Board member to talk to their chairmen in their areas and help them set up the programs.

Judy Hoy congratulated the Classics Corner Committee on the excellent job done with the Kaffee Konzert.

4) Judy Hoy announced that next week would be the last week for the calendars to be distributed. She announced that if anyone would like to have these calendars, to check Ted Kaul's, Program Director, office.

5) Judy Hoy announced that at a previous meeting, Mr. Starr read a letter from Dick Dierks, former chairman of the Union Jazz Workshop.

Motion V-21

Judy Hoy moved that the letter written by Dick Dierks be endorsed by the Union Board of Governors.

Seconded and carried.

House and Finance Committee Report

- 1) Sue Berstein announced the House and Finance Committee approved the following requests:
 - A. Campus Chest to sell corsages before the Homecoming Dance in the foyer.
 - B. Fine Arts Gallery to use the TV Lounge for an architecture exhibit October 22 and November 3, 1962.
- 2) Sue Berstein announced that the MSA Showcase was approved by last year's Board.
- 3) Sue Berstein stated that the House and Finance Committee has been investigating the matter of placing a juke box in the Gopher Hole. The House and Finance Committee has contacted various juke box companies and has come up with recommendations.

Sue Berstein stated that all companies had a \$8.00 to \$15.00 week guarantee on the cost. Above this price the profits would be shared fifty-fifty. Sue stated that almost all the companies changed records every other week or whenever requested.

Sue stated that it would cost a dime to play one song or twenty-five cents to play three songs. Sue stated that the House and Finance Committee recommended that a juke box be placed in the Gopher Hole for a month's trial. If the juke box arrangement didn't work out, another plan would be decided upon. The House and Finance Committee has material on all of the companies they contacted. Sue suggested that the Board leave the matter up to the House and Finance Committee to give them the best selection at the best price.

Motion V-22

Judy Hoy moved that a juke box be installed in the Gopher Hole on the recommendations of the House and Finance Committee.

Seconded

Motion V-22 voted on and carried.

- 4) Sue Berstein reported that the House and Finance Committee was still working on the problem of vertical showcases for the International Lounge. Sue stated that as soon as the committee receives more information, it would be reported to the Board.
- 5) Sue Berstein announced that the House and Finance Committee, along with Mr. Starr, has been studying the expenditures from last year. At the next week's meeting the House and Finance Committee will have recommendations for the Board.
- 6) Sue announced that less than half of the Board members had turned in their class schedules. These should be turned in as soon as possible.

There was some discussion on the general appearance of the Gopher Hole and on the hours it should remain open.

Some of the Board members felt that the Gopher Hole should be open on a twenty-four hour basis for both recreational and study purposes.

Dr. Zander stated that the University had a policy which stated that University functions close at midnight on weekdays and at 2:00 a.m. on weekends.

Chuck Tremann stated that he thought the Gopher Hole was to be used as a recreation area.

Myra Shiff suggested that they use the Gopher Hole as a recreational area until midnight and then use it as a study area.

Mr. Starr stated that before the Board thought about extending the hours of the Gopher Hole, they should consider a way to keep the Gopher Hole in a better condition, as far as neatness.

Jack Hartnick suggested that during the lunch hour they use the public address system and remind everyone to use the trash cans that are provided in the Gopher Hole.

Public Relations Committee Report

- 1) Myra Shiff announced that the Ad Agency has moved to Room B-4 of Coffman Union. Myra stated that all ads will have to be in two days before the date of publication. She stated that any ad turned in later will not be published.
- 2) Myra Shiff reported that the Union Board Council, Public Relations Committee, and the Executive Committee will handle tours throughout the Union.
- 3) Myra announced that it will not be possible to use the pictures in the showcase for the Gopher. A different photographer is commissioned to take the Gopher pictures. Pictures will be taken on Tuesday, October 30, in Room 301 in Westbrook Hall, from 3:30 a.m. to 12:30 p.m. and from 1:30 p.m. to 4:30 p.m. Myra urged everyone to be present. Myra reported that a new clause had been added to the contract relating to the proofs of the pictures. Myra stated that the Board members will be given permission to see a copy of the proofs for the Gopher. She stated that the Board members would be notified by mail.

Myra Shiff reported that the Public Relations Committee has approved the following temporary policy concerning the commission on sales.

1. The first time a salesman fails to service an account his commission is reduced 10%.
2. The second time a salesman fails to service an account his commission is reduced 15%.
- 4) Myra Shiff announced that letters were being sent ^{to} over 600 new faculty members to encourage them to come to the Union and use the facilities.

5) Myra Shiff announced that there were still a few openings for the showcase this quarter. Myra stated that reservations for the winter quarter are being taken also.

Myra announced that Ed Hinshaw, a disk jockey on KSTP will be the Master of Ceremonies along with the Journeymen for Homecoming Dance.

Personnel Committee Report

1) Pat Meacham announced that some of the UBC members will be present at the future U.B.O.G. meetings. She announced that UBC members meet every Tuesday from 6:30 p.m. to 8:30 p.m.

2) Pat Meacham announced that the Personnel Committee is working in Room 232. The Board members should go through their files and clean them out.

3) Pat Meacham stated that since they hadn't been getting too much response to their chairmanship openings that they do something in the line of publicity. Pat suggested putting an ad in the Daily and posters throughout the Union telling about the chairmanship openings. She urged the Board members to go out and recruit as it was important to fill the committees.

4) Pat Meacham announced the approval of the following chairman:
York Omsen - Outings; Jim Lieberman - Billiards.

Pat Meacham gave a short report on the committee membership.

Old Business

Professor Buckley asked who was in charge of the Liason Committee and when it would be meeting.

Roger Hauge, Chairman of the Liason Committee announced that he has been trying to set up a date for a meeting, but for various reasons the meetings have been cancelled.

New Business

Pat Meacham suggested that everyone observe the fine homecoming decorations in the showcase, balcony and in the foyer.

Myra Shiff also complimented the Union Board Council for their attractive displays and suggested that the foyer be used for other projects.

Announcements

Roger Hauge announced that he visited the St. Paul Campus and talked with their consultant. Roger announced that an invitation was extended to all UBOG members to visit the campus.

Mr. Starr announced that he was going to Chicago for a meeting of the Big Ten Directors. He announced that if anyone had any questions they could contact him.

Mr. Starr stated that they will be discussing the problems of Identification cards, the film policy and the relationship with the Musicians Unions. He will also compare the financial reports with the other Big Ten Directors.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

nt

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

October 24, 1962

I. Standing Committee Reports

A. Executive

- 1) Introductions
- 2) Region VII Conference
- 3) Next Meeting
- 4) SPU
- 5) Report on Big Ten Directors Conference - Mr. Starr

B. Program

- 1) Co-sponsorships
- 2) Miscellaneous
- 3)
- 4)

C. House and Finance

- 1) Requests
- 2) Gopher Hole
- 3) Identification Cards
- 4) Class Schedule
- 5) Bowling Equipment
- 6) SPU
- 7) Big Ten Seals

D. Public Relations

- 1) Gopher
- 2) Brochures
- 3) WMMR
- 4) News Service

E. Personnel

- 1) UBC
- 2) Personnel Bureau
- 3) Chairmanship
- 4) Leadership training

II. Old Business

- 1) Blagers
- 2) Medical School Center

III. New Business

- 1)
- 2)

IV. Announcements

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 24, 1962

Members Present:

Sue Bernstein, Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Myra Shiff, Chuck Tremann, Kathy Wagnild, Jack Wartrick, Scott Wilson, Professor Frank Buckley, Mr. Walfred Pedersen, Mr. Gordon Starr, Dr. Donald Zander.

Members Absent:

Dr. David LaBerge, Mr. Edwin Braman.

Others Present:

Mr. Ted Kaul, Program Director; Dr. Elmer Thomas, Alumni Faculty Board Member; Mr. Scott McKenzie, entertainer (Journeyman); Miss Mary Ann Hall, Daily Reporter; Barry Lazarus, Alumni Board Member; Jeff Brodtkin, Alumni Board Member; Miss Nancy Thompson.

The meeting was called to order at 7:20 p.m. in Room 346 of the Coffman Memorial Union.

The minutes of the last meeting were corrected as follows:

Under the House and Finance Committee report point 1B, the minutes should have stated "Fine Arts Gallery to use the TV Lounge for an architecture exhibit October 22 through November 3, 1962."

Minutes stand approved as corrected.

Executive Committee Report

- 1) President Wagnild dispensed with the introductions since introductions were made at the dinner meeting.
- 2) President Wagnild announced that the Executive Committee had appointed four people to attend the Region VII Conference on November 16 and 17. They are Judy Hoy, Roger Hauge, Judy Mitera, and Pat Meacham.
- 3) President Wagnild announced that the next Board meeting would be very informal, and topics of interest rather than immediate business would be discussed. President Wagnild asked that if anyone had any topics they wished discussed to turn them in to her. The Board meeting will be held in the Men's Lounge on October 31, 1962 at 6:30 p.m.
- 4) President Wagnild announced that the Student Peace Union had paid their bill.
- 5) Mr. Starr reported that many topics of interest were discussed at the Big Ten Directors Meeting held in Chicago, Illinois. Mr. Starr stated that the problem of adequately serving students on campus in terms of the enrollment in the Unions were discussed.

Mr. Starr reported that the State University of Iowa is building on to their Union which would be 2½ times their present size.

Mr. Starr stated that the Board should be thinking of what they could be doing in terms of further expansion. He stated that the Union facilities were built to adequately serve 14,000, and that with our increasing enrollment we are now having problems of sufficiently taking care of our needs.

Mr. Starr reported that the Supreme Court of Iowa backed a decision relative to the use of facilities, including guest rooms and food service, in a case against the Union in competition with merchants. The decision was handed down in favor of the Union.

The University of College Business Officers are thinking in terms of re-classifying the Union in their manuals as Auxiliary Education Facilities. Mr. Starr stated that the title of the Department needs to be studied, and that the title should mean something to the students and faculty members as well as to the general public.

The eligibility rule for bowlers was discussed, and it will prohibit students to compete in the College Union bowling tournament if they are not so called "Money Leagues". This will be following a policy similar to the NCAA.

Mr. Starr reported on the different programs of the Big Ten Schools. He announced that the State University of Iowa's Humanity Department has established poetry readings in the late afternoon. Over 150 persons attended these readings.

The University of Wisconsin has developed writing contests. Some donors have added to the finances of the organization with amounts of \$400, which was placed in this activities fund.

The problem of identification cards were discussed. Mr. Starr reported that eight out of the ten schools have identification cards. Six schools have pictures and the other two schools do not.

Mr. Starr reported that there was a trend toward handling more conferences in the Union.

He reported that the Financial Statements of eleven Unions were compared.

Mr. Starr passed around a report on the enrollment of campus of the Big Ten Schools. Ohio State has the largest enrollment with the University of Minnesota second. (Minneapolis campus only)

Mr. Starr commented on the wonderful architectural exhibit held by the Fine Arts Gallery.

Personnel Committee Reports

1) Pat Meacham announced that the Personnel Committee will meet in the Men's Lounge Tuesday, October 30, 1962, at 6:30 to 8:30 p.m.

Pat urged that the Board members to go through their files and clean them out.

2) Pat Meacham reported that the Personnel Bureau suggested clipping out the ads in the Daily and putting them on the bulletin board in Room 231. Pat stated that after the ads had been used they could be filed so the chairmen would be able to get their ads back.

Pat Meacham reported that last week an article was published in the Daily about the various committees. Pat felt that this might add to the prestige, and that they would also be advertising for the chairmanship openings.

3) Pat Meacham announced the approval of the following chairman:
Barbara Person -- Student-Faculty Relations.

Pat Meacham announced that Kit Finley, chairman of Talent Associates, had turned in her resignation.

4) Pat Meacham announced that there had been many questions asked about the leadership training. Pat reported that plans are in process for the program.

Public Relations Report

1) Myra Shiff reminded the Board members that the Gopher pictures will be taken on October 30, 1962 in Room 301 of Westbrook Hall between 8:30 a.m. and 12:30 p.m. and from 1:30 p.m. to 4:30 p.m. Myra urged everyone to be present.

2) Myra Shiff announced that most of the committees do not have adequate working brochures. Myra stated that if the committees needed help in planning their brochures to leave a note in her box.

3) Myra Shiff reported that the Public Relations Committee had approved the following policy concerning the commission on sales.

1. If a salesman fails to service an account, he will lose his 15% commission.
2. The person who will take over the service will receive this 15% if he wishes, or can put it back into the WMMR budget.

4) Myra Shiff reported that since the arising world situation was of great concern to the students, Public Relations would like to use the public address system and release news bulletins at 11:55 a.m. and 12:55 p.m.

Myra suggested that a bulletin board be put up so that teletype messages could be posted during the day. Myra suggested that a TV set be installed for special reports as a service to the students.

Program Committee Reports

1) Judy Hoy announced the following co-sponsorships had been approved:

Panel discussion on "Life and Culture in Contemporary Poland." Two post-doctoral fellows from Poland will be brought from the University of Chicago for this program. They will be discussing Communist Poland with three University men - two faculty and one student. The program will be October 26, 1962 at 3:30 p.m. in the Men's Lounge. The program is sponsored by the Minnesota Student Association and Focus (UBOG).

Two short films on Poland followed by a talk by Senator Hubert Humphrey on the Cracow Children's Hospital. The

program will be on November 2, 1962 at 3:30 p.m. in the Main Ballroom, and is sponsored by Minnesota Student Association and Focus.

Fencing Demonstration and commentary on "styles" of fencing etc. Also a sample demonstration fencing match. There will be two 1 hour programs on November 1, 1962 at 11:30 a.m. and 1:30 p.m. in the Main Ballroom. Noon Programs and University of Minnesota Fencing Club are sponsors of the program.

Political speech by Governor Anderson. He will be introduced by Glenn Skovhol. There will be a question and answer period at the end. UMRA will have a table in the rear of the ballroom on which they will display Republican literature. The program will be on October 31, 1962 from 11:30 a.m. to 1:30 p.m. in the Main Ballroom and is sponsored by Noon Programs and UMRA.

On November 26, 1962 at 11:30 -- 1:30 p.m. there will be a film "Operation Abolition" put out by the House Unamerican Activities Committee. November 27, 1962 at 11:30 a.m. to 1:30 p.m. the film "Operation Correction" - the opposite point of view to "Operation Abolition". November 29, 1962 "Autopsy Operation Abolition" which is a follow-up of the others will be shown. The programs will be in the Main Ballroom and are sponsored by Noon Programs and YAF and YDFL.

Film (Walt Disney) "Natures Half Acre" and short "Cultivate Your Garden Birds" A student from CSRO will introduce the program on November 12, 1962. On November 14, 1962 the film "Major Religions of the World" and "The Day and Night of Johnathan Hoke" will be shown. On November 16, 1962 "Time and Eternity" and "Beyond All Cares" will be shown. The program will be held in the Main Ballroom from 11:30 a.m. to 1:30 p.m. and is sponsored by Noon Programs and the Council of Students Religious Organizations.

The Photo Committee and the Twin Cities Area Council of Camera Clubs will sponsor a program on November 4, 1962 from 2:00 to 9:30 p.m. in the Main Ballroom, TV Room, The Fine Arts Gallery, and Room 320.

General campaign speech by Donald Fraser, candidate for Congress in the 5th district, starting at 11:30 a.m. and repeating again at 12:30 p.m. The speech will last about 30 minutes followed by a 20 minute question and answer session. Campaign material will be on table at rear of Main Ballroom. The program is sponsored by YDFL and Noon Programs and will be on November 2, 1962, in the Main Ballroom.

2) Chuck Tremann reported that the Homecoming was a great success. Chuck stated that 4,602 tickets were sold for the Homecoming Dance.

Mr. Starr reported that this year's Homecoming was the largest one ever held.

Judy Hoy announced that the calander that was being put out has been taken over by the Public Relations Committee. Judy stated that if anyone has any ideas for the calander to put a note in Myra Shiff's box.

House and Finance Committee Reports

- 1) Sue Bernstein reported that a showcase was approved for Clovia for a bazaar at the St. Paul Student Center. Sue stated that dates for the showcases will depend on the openings.
- 2) Sue Bernstein reported that a juke box was put in the Gopher Hole. She reported that the juke box was a 1963 stereo console model, and songs could be played at one song for a dime, three songs for a quarter, and six songs for fifty-cents.
- 3) Sue Bernstein reported they were working along with MSA and SIA on ways to improve the student identification cards. Questionnaires have been sent out to the Big Ten schools and other schools in regard to the identification cards. Replies from the questionnaires should be back within a month.

Motion V-23

Sue Bernstein moved that the Board go on record as recommending an improved form of student identification card.

Motion V-23 voted on and carried.

- 4) Sue Bernstein reminded the Board members to turn in their class schedules.
- 5) Sue Bernstein reported that at the present time they were renting the AMF bowling equipment at 10¢ a line. Sue reported that it would cost \$60,000 to buy the equipment. Sue stated that it would be referred to the University Business Office for further detail.
- 6) There was some discussion on the rally held by the Student Peace Union on October 2, 1962.

Motion V-24

Sue Bernstein moved that the Student Peace Union be held responsible for the clean up required by the Union.

Seconded

Gloria Davis asked how the Board could hold the Peace Union responsible for something the students on campus did.

Scott Wilson stated that the Board had a policy which required them to hold the group that got permission to use the Union responsible.

Dr. Zander stated that there was something in the policy which stated that a certain amount of wear and tear is expected of the building, and that the Union pays for it.

Motion V-24 voted on and carried.

7) Sue Bernstein felt that something should be done to help the appearance of the Grill. Sue reported that House and Finance suggested placing plaques on the wall.

Sue Bernstein also reported that wooden plaques for the Gopher Hole were being considered.

Old Business

President Wagnild announced that the crests for the blazers should be here in two weeks.

President Wagnild announced that the Medical School Center had already obtained seventy-five per cent of their \$100,000 goal in completing their student medical center.

New Business

None

Announcements

Mr. Scott McKenzie thanked everyone for inviting him to attend the Board meeting. Scott stated that he hoped he could come back and perform for them again.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

nt

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of October 31, 1962

Members Present:

Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judie Mittra, Marcia Morse, Myra Shiff, Chuck Tremann, Kathy Wagnild, Professor Frank Buckley, Mr. Edwin Braman

Members Absent:

Jack Wartnick, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald Zander

Others Present:

Mr. Ted Kaul, Program Director, Miss Mary Ann Hall, Daily Reporter, Jerry Hagen and Ann Grindahl, Members of the Minnesota Student Association Freshman Cabinet.

The meeting was called to order at 6:45 p.m. in the Mens' Lounge of Coffman Memorial Union.

The minutes of the last meeting were corrected as follows:

Under the Personnel Committee report, Union Board council will meet Tuesday in the Mens' Lounge instead of the Personnel Committee.

The minutes stand approved as corrected.

Ann Grindahl and Jerry Hagen from the MSA Freshman Cabinet spoke to the Board members about Dad's Day which will be on November 17, 1962, and encouraged them to invite their parents. The program will include a coffee hour, a tour of the West Bank, a luncheon and the football game.

Executive Committee Report

- (1) President Wagnild announced that all excuses for Board meeting absences should be turned in to her and all excuses for Standing Committee meetings should be turned into the proper Standing Committee Chairman.
- (2) President Wagnild announced that the Executive Committee accepted with regret the resignation of Myra Shiff, Public Relations Chairman. Myra spoke about why she was resigning. She is entering the journalism honors program and will graduate sooner than she expected, both of which mean she will be carrying a heavy work load. She is also working part time and consequently does not have the time she feels is necessary to be a member of the Union Board of Governors.
- (3) President Wagnild announced that the chair of the Public Relations Standing Committee would be elected at next week's meeting. Those who wish to run for the office must file by next Tuesday, November 6, 1962 at 4:00 p.m.

- (4) President Wagnild passed a sheet around asking board members to sign up for individual conferences with her.

Program Committee Report

- (1) Judy Hoy announced that the following co-sponsorships were approved by the Program Committee.
 - a. The Photo Fair sponsored by UBOG Photo Committee and Twin City Camera Club.
 - b. The Greenwood Singers sponsored by Campus Chest and Room Programs.

House and Finance Committee Report

- (1) Judy Mitera announced that the following exceptions to the house rules were approved by the House and Finance Committee:
 - a. for the Red Cross to serve coffee in the International Lounge on November 14th and 15th, 1962.
 - b. for Campus Chest to sell caramel apples in the Foyer.
- (2) Judy announced that the juke box in the Gopher Hole took in \$49.50 during the past week.

Public Relations Committee Report

- (1) Myra Shiff announced that the Ad Agency is functioning.
- (2) Myra announced that the chairman of the Speakers' Bureau has resigned and that the committee is temporarily inactive.

Personnel Committee Report

- (1) Pat Meacham announced that the Personnel Standing Committee will be interviewing for the open Board position on Friday, November 9, and that applications are due Thursday, November 8, 1962.
- (2) Pat requested that all appointments and resignations of committee chairmen go through the Personnel Standing Committee.

Announcements

- (1) Marcia Davis announced that all Union Board members could receive double passes for the Miriam Makeba Concert, Saturday evening, November 3, 1962. Board members should contact Shirley Clark on Thursday, November 1, if they would like tickets.

Meeting adjourned at 7:10 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

dh

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

November 7, 1962

I. Standing Committee Reports

A. Executive

- 1) Introductions
- 2) Resignation
- 3) Region VII Conference
- 4) Excuses
- 5) Mr. Starr

B. Program

- 1) Co-sponsorships
- 2) Creation
- 3) Graduate Commons Room

C. House and Finance

- 1) American-Foreign Reception
- 2) Statement of financial conditions last year
- 3) Expansion
- 4) I. D. Cards

D. Public Relations

- 1) Bridge & Bowling Committee Chairman
- 2) Leadership Seminar
- 3) Applicants for Vacant Board Position

E. Personnel

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

II. Old Business

- 1) Blazers
- 2) Cleanup Gopher Hole
- 3) Miriam Makeba Concert
- 4) Photo Fair
- 5) Civic Orchestra
- 6) Chess Tournament

III. New Business

- 1) Public Relations Chairman
- 2) Jazz Concerts
- 3) Focus Committee & World Affairs Center

IV. Announcements

V. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 7, 1962

Members Present: Sue Bernstein, Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Chuck Treman, Kathy Wagnild, Jack Wartnick, Scott Wilson, Professor Frank Buckley, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald Zander, Mr. Edwin Braman.

Members Absent: Dr. David LaBerge.

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Miss Becky Born, Miss Lana Riley, Miss Pat Digatano, UBC; Mrs. Donna Harrison, Mrs. Marsha Blumberg.

The meeting was called to order at 6:30 P.M. in room 346 of Coffman Memorial Union.

Executive Committee Report

- 1) President Wagnild introduced the three members of UBC to all that were present.
- 2) Scott Wilson announced his resignation and stated that he would like to come back to work in the union. The Executive Committee accepted his resignation.
- 3) Ted Kaul announced that he and Allyn Ulseth would attend the Region VII Conference, rather than Erik Erickson.
- 4) President Wagnild announced that Miss Sue Bernstein, Dr. LaBerge, Dr. Zander, Mr. Jack Wartnick, Mr. Walfred Pedersen, and Mr. Gordon L. Starr were excused from the meetings they had not attended.
- 5) Mr. Starr announced that the Biennium Report should be read and that a report has been made to the Presidents office regarding services of the Student Center, the Village Union, and Coffman Memorial Union. He then went on to point out the article, "A Young Man In A Hurry" in the Alumni News Magazine written about Dale Gustafson, a former United Board Of Governor member, and passed it around.

Program Committee Report

- 1) Judy Hoy announced that there were no co-sponsorships this week.
- 2) Judy announced that a program, with perhaps the Unithon Committee handling it should be put on under campus area featuring one particular area of the board's programming, every few weeks.
- 3) Judy then brought up the subject of a Graduate Commons Room.
 1. Mr. Buckley announced that he had spoken to many department heads and found them to be quite interested in a room of this type.

2. Judy suggested two rooms that might be available for a Graduate Commons Room: Room 315, (includes small room in the back for study and outside room for a lounge), and the room that the Ad Agency has vacated by the Terrace Reading Room (would have to be re-decorated).

Motion V-25

Judy Hoy moved that the board accept the Program Committee's recommendation to provide a room to be used as a Graduate Commons Room.

Seconded

Motion V-25 and second were withdrawn.

Motion V-26

Judy Hoy moved that the UBOG advise the committee that is investigating the possibility of a Graduate Commons Room of our office facilities.

Seconded

3. Scott Wilson suggested that the board decide on a room before they vote on it. This matter was referred to the committee for investigation.
- 4) Judy Hoy passed a sheet around for area directors to sign up for a conference with her to discuss their problems and objectives.

House and Finance Committee Report

- 1) Sue Bernstein announced that coffee would be served in the lounge from 9:00 to 10:00 for the American-Foreign Students reception for Dr. McNab.

1. Marcia Davis explained that the International Student Council is sponsoring a piano recital and the American-Foreign students are sponsoring a reception afterwards, on November 13, 1962.

- 2) Sue Bernstein presented the statement of financial conditions from last year. The actual income from student fees was increased over the estimated, because of the large student enrollment.

Sue announced that the purchase of an electric floor cleaner has been added to this years budget.

- 3) Sue announced that the purchase of up to 600 Herman-Miller chairs for the Main Ballroom (at \$14.00 a chair) was being considered.

- 4) Sue announced that new I.D. cards are being worked on, and she endorses the idea of new improved way of identification.

Jack Wartnick announced that the cost of the new juke box is \$20.00 instead of \$15.00 per month, and that they are not making a profit from it.

President Wagnild announced that the House & Finance Committee should investigate the matter of the juke box.

Chuck Treman wanted to know what happened with the air-conditioning unit. Mr. Starr announced that the air conditioning had been delayed.

Mr. Starr announced that Northrup will be in the process of air-conditioning this summer, and they are raising the money by taxing on tickets. He also announced that the Campus Club will get air-conditioning on their own.

Roger Hauge requested that suggestions be made as to getting air-conditioning in the Main Ballroom.

Chuck Treman suggested that the Physical Plant do an estimate on the Ballroom air-conditioning. This was referred to the House & Finance Committee.

Sue Bernstein requested that financial statements be returned to her.

Public Relations Committee Report

1) Pat Meacham announced that she had interviewed Dotty Bychinsky for the chairmanship of the Bridge and Bowling Committees, and feels she can do an adequate job.

There was discussion related to the pros and cons of a freshman handling two major committee chairmanships.

Motion V-26

Pat Meacham moved that Dottie Bychinsky be approved as chairman of the Bowling and Bridge Committees.

Seconded.

1. Ted Kaul announced that he knew of someone else who may be interested in applying for the Bowling Committee chairmanship.

Substitute Motion V-27

Judy Hoy moved that Dottie be accepted for the Bridge Chairmanship.

Seconded.

Judy pointed out that the Union is for the uniting of groups to work together, and the fact that Dottie wants to do all of the work herself is defeating the Union objective.

Pat Meacham pointed out that there is a need to fill the positions, as it is near the end of the quarter.

Motion V-28

Jack Wartrick moved that substitute motion V-27 be tabled.

Seconded.

Motion defeated.

Motion V-27

Voted on and carried.

- 2) Pat Meacham announced a leadership seminar on November 27, for committee chairmen and members.
- 3) Pat announced that there were sixteen applicants for the vacant board positions. Applicants may still apply through November 8, 1962. A grade point average of 2.3 is required. Interviewing will be from 3:30 through 5:30 on Friday and Monday, November 9 and November 12. Pat announced that many of the applicants are upper classmen. Pat then proceeded to read the names of the applicants.

Old Business

- 1) Judy Hoy announced that the blazers will be here by Monday, November 12. They are \$8.75 and are the girl's style. They will be sold to those girls who requested them.
- 2) Scott Wilson announced that there was a mess in the Gopher Hole around 4:30 and recommended that this be looked into, and that the students be encouraged to keep the Gopher Hole clean.
 1. Roger Hauge announced that he heard complaints from the students that there were not enough trash cans there.
 2. Sue Bernstein felt that the students were not taking advantage of them.
 3. Mr. Starr reported that announcements have been made about the upkeep of the Gopher Hole.
- 3) Judy Hoy congratulated Marcia Davis on her work on the Miriam Makeba concert.
- 4) Professor Buckley felt that the Photo Fair went off very well. Mr. Starr felt the Photo Fair was successful, and also the excellent talk Judy Mitera gave at the Fair. Over 1,200 attended, but not enough students availed themselves of the opportunity.
- 5) Mr. Starr announced that the Civic Orchestra program attendance was good (over 1,200 attended the Thursday night performance) and feels more students should avail themselves of this type of program.
- 6) Jack Wartrick announced that the Chess Tournament was a great success. He said the Chess Committee is doing very well this year.

New Business

- 1) President Wagnild opened the election of a new Public Relations chairman.
 1. Roger Hauge was the only applicant and was asked to give a brief speech. He commended Myra Shiff for a job well done, and announced that he would like to spend some time on WMMR to help them with their problems.

Motion V-29

President Wagsild moved that Roger Hauge be elected to the Public Relations Chairmanship.

Seconded.

The motion was passed, unanimously.

2) Dr. Zander reported that action is being started to raise the admission price to jazz concerts. SCSA will make the final decision in consultation with the parties concerned.

3) Ted Kaul announced that Focus Committee and World Affairs Center of the University of Minnesota will co-sponsor a tele-lecture on December 4, at 10:15 in the morning. It will be amplified in the junior ballroom and perhaps room 320. Slides will also be projected of the speakers. It may be possible to have this unit permanently installed in the building.

The minutes stand approved as corrected.

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

November 14, 1962

I. Standing Committee Reports

A. Executive

- 1) Introductions
- 2) Next Two Meetings
- 3) Christmas Tree
- 4) Orientation Commission
- 5) Food Service Liaison Committee

B. Program

- 1) Program Evaluations
- 2) Pats on the Back
- 3) University Chess Team
- 4)
- 5)

C. House and Finance

- | | |
|----------------------|----------------|
| 1) Request | 6) Gopher Hole |
| 2) I. D. Cards | 7) Juke Box |
| 3) Air-Conditioning | 8) Foyer |
| 4) Ballroom Chairs | |
| 5) Student Directory | |

D. Public Relations

- 1) Tower Ad
- 2) State of The Union
- 3) P. R. Image
- 4) President's Reception
- 5)

E. Personnel

- 1) UBC
- 2) Leadership Training Workshop
- 3) Chairman Approval
- 4) Chairman Roster
- 5) Board Members Approval

II. Old Business

- 1) Blazers
- 2) Graduate Commons room

III. New Business

- 1) Executive Committee Changed standing Committee Assignments
- 2)

IV. Announcements

V. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 14, 1962

Members Present: Sue Berstein, Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Chuck Treman, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald Zander.

Members Absent: Dr. David LaBerge, Mr. Edwin Braman.

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Mrs. Maraha Blumberg.

The meeting was called to order at 6:45 P.M. in room 346 of Coffman Memorial Union.

Executive Committee Report:

- 1) President Wagnild announced that the next meeting would be at 6:30, November 20, 1962, which is next Tuesday. This is because of the Thanksgiving holiday that week. The meeting on the following week will be on Wednesday, November 28, and all parents and spouses of the board members are invited, with coffee served after the meeting. President Wagnild asked that the number coming be told to her, so she can make reservations.
- 2) President Wagnild appointed Jack Wartnick chairman of decorations for the Christmas tree in the main lounge.
- 3) President Wagnild announced an opening on the Union Board Orientation Committee.
- 4) Roger Hauge's resignation from the Food Service Liaison Committee was announced, however Roger plans to stay a member of the Committee. A chairman will be picked at a later date.

Program Committee Report:

- 1) Judy Hoy reported that she and Ted Kaul passed out evaluation sheets at the noon program, and told the results of how students found out about this program, and how much they enjoyed it. Some students gave some suggestions for changing the program, such as music, current events, movies, etc. Judy and Ted plan to attend four or five programs a week and pass out 20 to 40 evaluations and try to tabulate the results and turn the results over to the proper area.
- 2) A letter was received this week from Mr. Ralph H. Johnson, Instructor of International Relations and Area Studies from the University of Minnesota, thanking the board and the committee on Student-Faculty Relations for sponsoring their coffee hour last Wednesday, November 7, 1962.
- 3) Judy announced a request for sending the University Chess Team to Philadelphia. The cost would be about \$700.00 for the five members of the team. She felt that this money could be used for something more valuable, and preferred to see them go to an ACU meeting.

-2-

Ted Kaul recalled that the Chess Team went to Iowa and Chicago last year and did very well. He also said that the objective was to support the team in competition and felt we should send them if we can afford it. He also said that if we wouldn't support them, then probably no one else would.

Judy Hoy suggested that we contact business firms in the Minneapolis and St. Paul area who might be willing to donate to them.

Jack Wartnick pointed out that the Chess Team has sent in their money for the fees for the Chess Association. The Tournament is on December 26, 27, 28, 1962.

Mr. Starr hesitated on approving business firms for this particular type of activity, as the Union might need them for other or more important activities later. Then he questioned whether the Union Board could raise money for this particular purpose themselves. Mr. Starr suggested that we have some attraction that might have proceeds go for the Chess Team.

House and Finance Committee Report:

1) The House and Finance Committee approved the request from the American-Foreign Students for coffee to be served on November 20, 1962 in the International Lounge.

2) Sue Bernstein brought up the subject of the I. D. cards. Sue announced that the House and Finance Committee is still working on them and plan to draw up some tentative plans on the type of card wanted. She feels the board should develop their own kind of I. D. card used for bowling, billiards and dances. She felt that people using Union facilities could pay for a card and use it for those facilities.

Judy Mitera agreed and said that this would make people aware that the committee is working on new I. D. cards. She pointed out that it is evident that UBOG and others want a changed type of identification and felt we could use the experience of having our own and designing them, and that it might be profitable to the campus as well.

Jack Wartnick questioned how they would be distributed and if the Union would be paying for all the cards on campus when they were finally distributed.

Sue Bernstein answered that the Union would work directly with the MSA and SIA boards and see what should go on it. She then said that we are not sponsoring something for the whole University.

Judy Hoy pointed out that some students would be paying for their cards and some wouldn't, and the students might not like the idea.

Roger Hauge declared that the card should be made mandatory for everyone.

Sue Bernstein explained that she just wanted ideas, and that the committee did not plan to rush into it.

3) Sue announced that the Campus Club will be having their own air-conditioning. Also, no funds have been set aside for air-conditioning for the rest of the building and the Administration doesn't know how badly we really need it. Northrup is doing it themselves, and maybe we should consider a surcharge for dances etc., to try to buy our own air-conditioning.

Roger Hauge suggested that it might take years, and that we should find out the actual cost.

Judy Mitera suggested that we should allocate money to repay funds that we use. Then we wouldn't have to wait so long.

4) Sue Bernstein brought up the subject of the Herman-Miller Chairs that will be \$14.00 a piece, totaling \$8,400.00.

Motion V-30

Sue Bernstein moved that the UBOG purchase 600 Herman-Miller chairs at \$14.00 a piece for the main ballroom.

Seconded

Sue suggested that when all the chairs are here, each section of colored chairs be a different price for various events, such as the civic orchestra.

Gloria Davis felt that the \$8,400.00 should be channeled into programming.

Chuck Treman felt that the folding chairs were adequate, and that they were not too uncomfortable.

Judy Mitera reminded the board that they intended to complete the purchasing of 1,000 chairs when the first 400 chairs were purchased.

Mr. Walfred Pedersen mentioned that the chairs would be used in not only the ballroom, but also in the Gopher Hole and for other functions, because of the comfort and good appearance they provide, and this was part of the original plan for seating in the ballroom.

Roger Hauge questioned if we really need 600 chairs.

Sue Bernstein reported that 600 chairs will take care of the main ballroom.

Dr. Zander announced that the budget is set up so that certain funds are for equipment and programming, so they aren't subtracting any cost from programming.

Sue Bernstein announced that the Cultural Expansion Area was discussed but the committee wants to compare what was given priority last year.

Judy Hoy felt that the success of budget planning is where the money will do the most good. She felt that the money could be used for the Cultural Expansion Area.

Mr. Starr felt that for a 1½ to 2 hour concert, the folding chairs were too uncomfortable.

Chuck Treman felt that since the Cultural Expansion in the T.V. room was passed last year that it should be taken care of.

President Wagnild announced that the money for both came from the renovation fund.

Judy Mitera went over the motion from last year for the Cultural Expansion Area.

Ted Kaul reminded the board that the motion said the board would accept the ideas, but nothing specific was passed.

Mr. Starr felt that the chairs would aid programming.

Motion V-31

Judy Hoy moved that Motion V-30 be tabled until the House and Finance Committee could report back to the board concerning whether or not the purchase of the Herman-Miller chairs and the expansion of the Cultural Expansion Area will affect each other's budget.

Seconded

Motion V-31

Voted on and carried.

5) Sue Bernstein suggested that the Student Directory be distributed in the Union this year, as was done last year, for three days. She felt it was valuable as it was a way of getting people into the Union. She did suggest that the manner in which it was done be improved, as having one person stamp the fee statement and hand out the directory.

6) Sue once again brought up the subject of the uncleanness of the Gopher Hole. She also noted that the entrance to the Gopher Hole was littered, and this may have something to do with the inside being littered.

Jack Wartnick suggested that it be closed.

Judy Mitera suggested that something tricky or catchy, like Gophers painted on the trash cans would improve the condition.

Motion V-32

Chuck Treman moved that the Gopher Hole be closed one day and signs put up saying the Gopher Hole has to be cleaned up or closed.

Seconded

Dr. Zander felt that closing it would reflect on the Custodial Staff.

Professor Buckley felt the students should be broken in to put their trash in the cans.

Motion V-32

Voted on and carried.

Dr. Zander suggested that the students be warned that the Gopher Hole will be closed.

Motion V-33

Chuck Treman moved that the Gopher Hole be closed on November 19, 1962.

Motion V-33

Motion died for lack of a second.

Motion V-34

Judy Hoy moved the Gopher Hole be closed Monday, November 26, 1962.

Seconded

Motion V-34

Motion and second were withdrawn

Dr. Zander suggested that the students be warned first and two or three days after

the sign is up, if the Gopher Hole is still dirty, the room should be closed.

Motion V-35

Judy Hoy moved that the Gopher Hole be closed three days after signs and other information to the effect that the Gopher Hole be kept clean are put up, unless the condition has improved.

Seconded.

Motion V-35

Voted on and carried.

7) Sue Bernstein announced that the trial period for the juke box will be up on Monday, November 19, 1962. She also pointed out the reason for not making a profit on the machine for the trial period because it is unfair to take the money if they are not sure they are going to keep it.

Mr. Gatchell felt that they should try it on a month's trial and see what type of income comes in and then decide what to do, Sue reported.

Roger Hauge felt the juke box should have been watched more carefully.

Judy Hoy felt that the communication between staff and other board members should be better relative to this and other matters.

Sue Bernstein pointed out that as long as the trial period is up soon, that we don't have to agree to a contract.

Motion V-36

Jack Wartnick moved that UBOG contact this company or any other company for a juke box not exceeding \$15.00 a week, and anything over \$15.00 a profit of 50% of the proceeds should be made.

Seconded

Roger Hauge felt that the motion should be raised from \$15.00 to \$20.00

Dr. Zander pointed out that it hadn't even been decided upon whether a juke box was wanted or not.

Motion V-36

Voted on and failed

Motion V-37

Roger Hauge moved that it be brought back to the House and Finance Committee to evaluate the returns from the juke box and figures be brought back to the board next Tuesday.

Seconded

Chuck Treman suggested that the committee could bring back figures about other juke boxes so a contract could be made right away with a definite company.

Motion V-37

Voted on and carried.

8) Sue Bernstein brought up the possibility of doing some remodeling in the billiards room or the game room, so the area would be less dingy and so more use may be received from these rooms. She asked for suggestions.

Dr. Zander suggested an idea for improvement by referring to the House and Finance Committee Chairman.

Jack Wartnick suggested the ping pong tables be put in a different place. Also that something be done with the counter - he feels it is useless. He felt the billiard room should be brought up to date.

Judy Hoy felt the ping pong room is too drafty.

Public Relations Committee Report:

- 1) Roger Hauge suggested an ad in the Ivory Tower. He thought it could be put in once a month, showing the physical activities in the building. For the winter quarter he suggested that certain areas be used for the ad, and what they offer be reported on.
- 2) Three state of the union pages will be in the winter quarter on the 1st, 4th and 7th week.
- 3) Roger announced that an image of the Union is required. He asked for suggestions.
- 4) Roger announced that Mr. Nunn asked for assistants to help for the President's Reception. It will be Saturday, December 15 in the evening after graduation.

Personnel Committee Report:

- 1) Pat Meacham reported that Professor Torbit, who teaches "Preparation For Marriage", spoke at the UBC meeting, which was well attended.
- 2) Pat announced that on November 27, Tuesday, leadership training workshop is planned for all board members, all chairmen and all committee members. It will begin at 6:30 in room 320. All who can not come must submit a written excuse to Allyn Ulseth.
- 3) Pat requested that if a chairman is going to resign that they fill out a resignation form. They must then be signed by Pat and Kathy Wagnild. Also, every chairman must be interviewed and approved by the personnel standing committee. Interviews are every Wednesday at 3:30.
- 4) The Personnel Standing Committee recommended David Bowen to be a member of the Union Board. A list of his accomplishments was read. Also, the Committee recommended Jerry Levey, and a list of his accomplishments was read.

Motion V-38

Pat Meacham moved that the Union Board approve Jerry Levey as one of the new board members.

Seconded

Motion - V-38

Voted on and carried.

Motion V-39

Pat Meacham moved that the Union Board approve Dave Bowen as a member of the Union Board.

Seconded

Motion V-39

Voted on and carried.

Old Business

Judy Hoy announced that the blazers arrived and are \$8.87. She requested a check or money order.

Professor Buckley reviewed the discussion about the Graduate Commons Room.

New Business

Chuck Treman was appointed to the Personnel Committee by the Executive Committee.

Announcements

Judy Hoy announced that all attending the Region VII Conference meet in room 346 after the board meeting.

Judy Mitera announced that the art exhibit, The Religious Heritage of America on Canvas, has not yet arrived and there will be no coffee hour on Tuesday, November 15, 1962.

Mr. Starr announced that those going to the Regional Meeting must make a report of the conference. Also, Mr. Porter Butts, Director of the Wisconsin Union will be the main speaker. It is very important that reports are made of the conference, as they are required by the University.

The minutes stand approved as corrected.

Meeting adjourned at 9:05 P.M.

Respectfully submitted,

Gordon L. Starr,
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

November ²⁰~~14~~, 1962

I. Standing Committee Reports

A. Executive

- 1) Introduction of New Board Members
- 2) Assignments
- 3) Next Week's Meeting
- 4) Regent VII
- 5) Announcements

B. Program

- 1) ~~Co-sponsorships~~ WMMR
- 2) ~~Board of Chairman~~ M.S. A. - Minnesota Symposium
- 3) Program Evaluation
- 4) Chess Team
- 5) Miscellaneous

C. House and Finance

- 1) Juke Box
- 2) Gopher Hole
- 3) Student Directories
- 4) I.D. Cards
- 5) Ride Maps
- 6) Union Finals Hours

D. Public Relations

- 1) Pictures
- 2) Image
- 3) State of the Union
- 4) Display Case
- 5) Suggestion
- 6) Plea

E. Personnel

- 1) UBC
- 2) Leadership Training Program
- 3) R.E.H.
- 4) Chairmanship Approval
- 5) Gloria

II. Old Business

- 1) Graduate Commons Room
- 2)

III. New Business

- 1) Concert
- 2)

IV. Announcements

V. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 20, 1962

Members Present: Sue Bernstein, Dave Bowen, Gloria Davis, Marcia Davis, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Chuck Tremann, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Gordon Starr, Mr. Edwin Braman.

Members Absent: Mr. Walfred Pedersen, Dr. Donald Zander.

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Mr. Michael Byrne, WMMR; Mrs. Marsha Blumberg.

The meeting was called to order at 6:35 P.M. in room 346 of Coffman Memorial Union.

Executive Committee Report:

- 1) President Wagnild introduced Jerry Levey and Dave Bowen, the two new board members, to all that were present and then swore them into office. President Wagnild then had Roger Hauge sworn in as the new Public Relations Chairman.
- 2) President Wagnild announced that Jerry Levey will have the assignments of Social Area and the Public Relations Standing Committee, and that Dave Bowen would have the assignments of Campus Area and the Personnel Standing Committee.

Motion V-40

Pat Meacham moved that the Board approve the above assignments.

Seconded

Motion V-40

Voted on and carried.

- 3) President Wagnild announced that the meeting next week, Wednesday, November 28, 1962, will start at 6:30 p.m. in room 346. Following the meeting will be a coffee hour in room 315, with time between to show the parents and spouses around the board office. President Wagnild reminded the board that the meeting of November 28 will be the last meeting of the quarter.
- 4) President Wagnild announced that Judy Hoy is the Vice President of next year's Regent VII Conference, and that Roger Hauge is in charge of the Newsletter. Also Pat Meacham and Judy Mitera are on the steering committee.

Pat Meacham then gave the board a brief report on the Regent VII Conference at South Dakota State University. She reported that the largest school represented, other than the University of Minnesota, was one that had 5,000 students in it. At the Friday evening banquet, Mr. Porter Butts, Director of the Wisconsin University, was the main speaker. He spoke on the "Goals of The College Unions." Pat announced that the convention will be in Minneapolis next year. Pat reported that she and Judy Hoy attended a workshop entitled "Student Morality On Campus". Pat felt that everyone who attended the convention benefited from it. This year colleges and universities from North Dakota, South Dakota, Minnesota, The University of Manitoba and the University

of Saskatchewan were represented. Possibly next year the Northern Part of Michigan will be included in the Region VII.

Roger Hauge remarked that students at the University of Minnesota are very lucky to have a board as we do have, because at Wappatin School of Science the Union is run by two businessmen.

Mr. Starr announced that the first regional meeting in this country was held in Coffman Memorial Union fifteen years ago. There were 26 present for that initial meeting, compared to 115 present this year, and there were only three or four Unions in the region. He also felt that the people who represented us should be congratulated on the good work done.

5) President Wagnild announced that Mr. Starr was asked to speak at the Association of College Unions in May of 1963.

President Wagnild also announced that Mr. Starr has been elected President of the Minnesota Recreation Association.

Program Committee Reports:

1) Judy Hoy announced the proposal that WMMR be moved from the Public Relations Area to the Campus Area on the first day of winter quarter. The Board will vote on this next week, as this requires a by-law change.

Roger Hauge felt that WMMR did not belong on Public Relations because it is a Union service.

2) Judy Hoy announced that it is a recommendation of the standing committee that the Minnesota Symposium be participated in by all. The topic of discussion will be "Ethics In Our Time". The speeches will be held in Northrup Auditorium and the seminars will be held in various places such as fraternity and sorority houses. It is requested that the UBOG plan one seminar in the Union. It will be a small group seminar and tickets must be purchased for it.

3) Judy Hoy announced that she attended the Kaffee Konzert and passed out a few program evaluations. She briefly discussed the answers given to the questions. The suggested programs by most were music and movies.

4) Judy suggested that the University Chess Team be sent to the Regional and National ACU chess meets.

Dr. LaBerge questioned how the chess team felt about not going to the Intercollegiate meet. He asked if the money expenses were less if the board would send the team to the Intercollegiate meet instead of the ACU meets.

Jack Wartrick said the Program Committee proposed to pay half of the money if the committee chairman of chess would collect the other half and possibly have the individuals pay part of the money themselves.

Dr. LaBerge felt that there should be more communication with the chess team and with the chess coach.

Judy Hoy felt that the request to go to the Intercollegiate Meet should have been given to the Program Committee sooner than it was.

Jack Wartrick felt that the Union shouldn't support a tournament that has nothing to do with the Union.

House and Finance Committee Report:

1) Sue Bernstein read a letter, prepared by Dick Getchell, which will be sent to the company from which we now have the juke box. It stated that all of the money after the \$20.00 for cost will be split fifty, fifty. Also when there is a vacation, if the twenty dollars is not made, it does not have to be paid. Sue stated that no other company would provide such a modern machine for such a low cost.

2) Sue showed the sign made up for the Gopher Hole to the Board. She said that the House and Finance Committee decided to appeal to the students to help them keep the Gopher Hole clean, instead of threatening them, and felt the sign to be psychologically acceptable. She announced that the sign will be put up next Monday, November 26 and if by Thursday, November 29, the Gopher Hole is not in better condition, it will be closed.

Sue asked the board members to sign up on a sheet in the Personnel Office, and state the time they were in the Gopher Hole and the condition they found it to be in.

Professor Buckley brought up the subject of the pictures that were in the Daily regarding the Gopher Hole.

Marcia Morse announced that she noted card playing in the Gopher Hole.

Jack Wartnick felt that the type of recreation for the Gopher Hole should be stipulated, and he liked the idea of card playing there.

Gloria Davis agreed with Jack and felt card playing should be allowed in the Gopher Hole.

Sue Bernstein announced that card playing must be supervised and until a supervisor can be put down there, no card playing could be done.

Mr. Starr mentioned the problem the Kirby Center at Duluth Campus had related to publicity regarding card playing.

Gloria Davis suggested that the co-ed game room be moved to the Gopher Hole.

Sue Bernstein said the House and Finance Committee would study this matter.

3) Sue Bernstein announced that the University Directories will be handed out next Monday, Tuesday and Wednesday in the Union at the information desk, the game room, and in the foyer. Two employees, Helen Bakula and Marlene Eakman will help distribute them with two students assisting. Sue announced that last year students were paid \$100.00 for helping. They were from Alpha Phi Omega.

Jack Wartnick asked why the Union had to pay for help when they are rendering a service. He felt that the University should pay for students to help the two employees of the Union.

Sue Bernstein announced that the bookstores would take this job over if the Union didn't because the Administration Building is too crowded at this time with students registering.

Jerry Levey suggested that Mr. Starr negotiate for some way that employees are at the Union so the Union doesn't have to pay any money out of the treasury for students to help hand out directories.

4) Sue Bernstein passed out MSA sheets on the I.D. Cards. A brief summary of the information on the sheet with the attached mandate was that the I.D. cards would be good because they would protect the student and that the use of false identity can be caught.

Motion V-41

Sue Bernstein moved that the Union Board endorse the MSA resolution and mandate on I.D. Cards.

Seconded

Motion V-41

Voted on and carried.

5) Sue announced that she contacted the Hudson Map Company about Ride Maps. She will go down and pick out the best maps for setting out zones as soon as possible after the Thanksgiving Vacation.

6) Sue announced that the House and Finance Committee decided that the Gopher Hole and the Northstar Room would be kept open until 12:00 at night to be used as they are now being used during finals.

Gloria Davis commented that last year the rooms were kept open until 2:00 A.M.

Sue reported that the rooms were used to a negligible extent after midnight last year and that the midnight hour would stand for this quarter.

Public Relations Report:

1) Roger Hauge announced that he wanted to see the new board members about their pictures. He told them that they would have to be taken Monday, November 26, to be in the case by the following Friday. He then told the other board members to please send in their proofs for the Gopher.

2) Roger then asked for suggestions for a Union image.

3) Roger announced that the Public Relations Committee would try to analyze the Daily and try to put things in the State Of The Union Page that don't get in the Daily. First personnel would be stressed and then programming.

4) What's doing in the Union this week will be placed in the display case next to the pictures in the spot that is available there. Monday, Tuesday, Wednesday, Thursday and Friday will be on one side and then on the other side things will be added for daily doings.

5) Roger announced a suggestion that the standing committee invite program consultants to the meeting.

6) Roger made a plea that next week when the spouses and parents are shown around, the desks be in order.

Personnel Committee Report:

1) Pat Meacham announced that on November 20, 1962 the UBC, SIA Freshman Council, and MSA Freshman Council had a joint meeting; Dean Williamson spoke to them.

2) Pat announced that next Tuesday, November 27, is the leadership training program. She reminded the Board to call their chairmen and be sure that they are coming and make sure that they will call their committee members. If they are not coming, Pat reminded them that they must submit a written excuse to Allyn Ulseth. The leadership training program will be at 6:30 with introductions by Mr. Starr, a talk by Ted Kaul, and then everyone splitting up into groups. It will be in the game room.

3) Pat announced that the chairmen should type duplicate lists of people on particular committees; this includes names, addresses and phone numbers. One will be placed in the history file and the other given to the personnel committee. They are due on November 30. Evaluations will be due November 30, also. History files will be due on December 6, as they must be completed before finals.

4) Pat announced that the personnel standing committee recommended Sara Bursack for the chairman of Talent Associates. The Committee also recommended James Dillon for chairman of Christmas Sing, Alberta Johnson for Campus Carnival Chairman and Maria Hubert for Creative Society Chairman.

5) Gloria Davis announced a request from MSA to have someone work with them on the rules committee.

Pat Meacham suggested that a board member go to the first meeting.

President Wagnild asked if anyone was interested, and Dave Bowen replied an interest.

Marcia Davis and Marcia Morse presented the UBOG pins to Jerry Levey and Dave Bowen, the new members.

Old Business:

1) Professor Buckley brought up the subject of the Graduate Commons room.

Sue Bernstein said the House and Finance Committee were still looking into the subject.

New Business:

1) Gloria Davis reported that there were 300 people at the concert which took place in the Museum of Natural History. She was very pleased with the wonderful turnout.

Announcements:

1) Dave Bowen announced that he felt it was an honor to be a member of the board.

2) With the Thanksgiving Holiday approaching, Mr. Starr said we should give serious thought to the wonderful University and Union we have, the outstanding faculty, our friends, churches and parents.

3) President Wagnild wished all a Happy Thanksgiving.

The Minutes stand approved as corrected.

Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Gordon L. Starr,
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

November 28, 1962

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) Introductions
 - 2) Mr. Starr, Director of Student Unions and Assistant Professor
 - 3) The Union Structure - Ted Kaul, Program Director
 - 4) Next Meeting
 - 5) Board of Presidents
 - a) Educational Affairs Commission
 - 6) Orientation Commission
 - 7) Announcements
 - B. Program Committee Agenda
 - 1) Chairman Cabinet
 - 2) Graduate Commons Room
 - 3) Check Mate
 - 4) Good Of The Order
 - 5) Miscellaneous
 - 6) Our Baby
 - C. House and Finance Committee Agenda
 - 1) Requests
 - 2) Cultural Expansion
 - 3) Pinsetting Machines
 - 4) Medical Student Center
 - 5) I. D. Cards
 - 6) Music Shell
 - D. Public Relations Agenda
 - 1) WMMR
 - 2) Daily
 - 3) State Of The Union
 - 4) Display-Gase Ivory Tower
 - 5) Presidents Reception
 - 6) ECA Four
 - E. Personnel Committee Agenda
 - 1) Union Board Council
 - 2) Personnel Bureau
 - 3) Leadership Seminar
 - 4) Chairmanship Approvals
 - 5) Chairmanship Openings

- III. Old Business
 - 1) WMMR - Change
- IV. New Business
 - 1) Christmas Tree Decorating Party
- V. Announcements
- VI. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of November 28, 1962

Members Present: Sue Bernstein, Dave Bowen, Gloria Davis, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Chuck Tremann, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Gordon Starr, Mr. Walfred Pedersen, Dr. Donald Zander.

Members Absent: Marcia Davis, Mr. Edwin Braman.

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Mrs. Roger Hauge, Mr. & Mrs. Lawrence Hauge, Mr. & Mrs. Robert Bowen, Mr. & Mrs. Isadore Bernstein, Mrs. Fred S. Davis, Mr. & Mrs. R. A. Hoy, Mrs. W. P. Biglow, Mrs. Walter Mitera, Mr. & Mrs. H. R. Meacham, Mr. A. J. Tremann, Mrs. Gordon L. Starr, Mr. & Mrs. Spencer M. Wagnild, Mrs. Marsha Blumberg.

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

The minutes of the last meeting were corrected as follows:

Under the Program Committee Report point 2, the minutes should have stated "The seminar will be held in various places such as fraternity and sorority houses. It is requested that the UBOG plan one seminar in the Union."

Under Others Present, Michael Byrnes should have been titled "Guest".

Executive Committee Report:

- 1) President Wagnild introduced herself, the other board members, and the guests.
- 2) Mr. Starr described the folders that each of the parents received upon entering the meeting. They contained an agenda; a copy of the House Rules; a copy of "A Governor Speaks", an address by Governor Elmer L. Anderson; "The Union Is For You", a brochure; a copy of the by-laws; a copy of the Constitution; the minutes from last week's meeting, November 20, 1962; some fliers, and a copy of the November 28, 1962 Daily.

Mr. Starr then proceeded to point out to the parents that UBOG is the only department in the University that has a board. He pointed out the philosophy that those who use the Union facilities should govern them, therefore the UBOG has representatives of faculty, alumni and students. The latter being the largest segment has more representation.

Mr. Starr then introduced the Program Director, Ted Kaul.

- 3) Ted Kaul gave an explanation of the structure of how our board operates. He explained that there are eight program areas with forty committees under

them.

- 4) President Wagnild announced that the next meeting will be on the first Wednesday of the winter quarter, January 9, 1963.
- 5) President Wagnild announced that the MSA Constitution says that there should be a Board of Presidents. Norm Uphoff is now directing a group, and maybe next quarter UBOG will send a board member as a representative to the meeting.
- 6) President Wagnild announced that Judy Hoy is now filling the position on the Orientation Commission.
- 7) President Wagnild announced that coffee will be served in room 315 after the board meeting.

Program Committee Report:

Judy Hoy briefly described the Program Committee and it's purpose. She pointed out that the program committee co-ordinates various programs and tries to have more quality and quantity with the programs. The committee determines many of the policies concerning the programs.

1) Judy announced that at the Seminar, Tuesday, November 27, there was a great response to having a Chairman Cabinet. The first Tuesday night of winter quarter, January 8, 1963, at 6:00 p.m. there will be a program concerning a chairman cabinet. She announced that there might be a question and answer period and possibly small discussion groups.

2) The request was submitted to the House and Finance Committee to have room 315 for a Graduate Commons Room. The outer room would be for a lounge area and the back would have good lighting and tables for the students to study in.

Judy announced that Mr. Starr would write a letter to Dean Crawford telling him about the room that we have to offer for the Graduate Commons Room.

3) Judy Hoy announced that a letter was received from Dr. Terrell concerning the Chess Committee.

Judy said that hopefully there will be an ACU meet this year and if there is, this is where the team will go. She felt that there was a lack of communication with the team and the coach. She felt that we could explain our situation to the chess committee and that we will support the University Chess Team in the ACU Regional and National Meets.

Mr. Starr reported that Dr. Terrell had called as to whether the UBOG would want him to appear before the Board regarding the chess matter. There was no reaction of the Board as it was felt that this was taken care of by the program committee. Mr. Starr recommended that any misunderstandings be cleared with the chess team.

4) Judy Mitera gave a review of the programming in the Fine Arts Area. She told about the Photo Show called "Way Out". Professor Allen Downs gave a gallery talk and there were about fifty people there on November 28, 1962.

Judy announced that there was a greeting card exhibit and demonstration until 9:30 p.m. on November 28, 1962.

Judy announced that Friday, November 30, 1962, there will be an Art-Craft Sale in the Main Ballroom.

Judy announced that the two new chairmen for the Talent Associates and the Creative Society are being trained.

Judy pointed out there is an ad in the Daily being run for a new chairman of the Fine Arts Gallery.

Gloria Davis told about the American-Foreign Students and Focus, which are planning to put on a program with nine other Universities participating. They will be calling famous people throughout the world on the telephone to speak on peace. In the Junion Ballroom there will be slides shown. Among those speaking will be Sergeant Schreiber, speaking on "Prospects for Peace", The French Foreign Minister, British Ambassador and Dean Rusk. There will be six speakers in all. If this system goes over well, the tele-lecture system may be installed permanently in the University. The tele-lecture will take place next Tuesday, December 4, 1962.

Judy Hoy gave a reminder for the Talbert Jazz Concert on Thursday night, November 29, at 8:00 in the Main Ballroom.

5) Judy announced that there will be the quarterly re-allocation of program funds. If there are requests for funds there should be a note put in her box by the end of the quarter.

6) Judy announced that the program committee would like to put on a welcome back party in the Gopher Hole on the first Friday night of winter quarter, which would be January 4, 1963, from 9:00 until 1:00. She asked for suggestions on fliers.

Judy also suggested that a Jazz Session on a Friday Afternoon would be fun.

House and Finance Committee Report:

Sue Bernstein gave a brief summary of what the duties of the House and Finance Committee are.

1) Sue announced that the Board approved a request from the MSA and SLA Boards to have a table set up in the foyer for the signing of a petition for I.D. cards.

Sue announced that the Board approved a request from the Students for Integration to distribute stereo records which have songs about freedom riders on them.

-4-

Sue announced that the Board approved room 315 for a Graduate Commons Room for the winter quarter only. At the end of the winter quarter it will be decided whether or not it should be used for this purpose on a permanent basis.

2) Sue announced that the House and Finance Committee recommends the appropriation of \$500.00 to start out with initial improvements in the cultural area.

Motion V-42

Judy Mitera moved that \$500.00 be allotted for the initial phases of cultural expansion.

Seconded.

Motion V-42

Voted on and carried.

3) Sue announced that the AMF Pinsetting Company has offered us an option to buy the pinsetters we now have or continue renting them. She announced that it will cost \$57,710.00 to buy them, and that they will last 12 to 15 years more. We already have had them for six years. Sue announced that the money for them would come from the renovation fund.

Motion V-43

Sue moved that the Union appropriate approximately \$57,710.00 as a loan from the renovation fund to pay for automatic pinsetting machines.

Seconded.

Jerry Levey questioned how much the repairs have been.

Mr. Starr said that the AMF has not set up a service policy as yet, and that the sixteen lanes have been in very good condition. Mr. Starr pointed out that we have a very good mechanic helping us and he feels that the machines are in better shape than they were years ago.

Mr. Pederson and Dr. Zander questioned if we have been paying the bill for the repairs.

Mr. Starr replied yes.

Jack Wartnick questioned if the machines were going down or up in price.

Mr. Starr announced that there was no change in the cost of the machines.

President Wagnild announced that the cost is not on the income we are getting from the bowling alley, but just the rental from the lines.

Jerry Levey questioned how much Brunswick machines cost with similar set-ups.

Mr. Starr announced that the cost would be \$114,000.00 plus the installation cost.

Jerry Levey felt that the machines were not up-to-date.

Jack Wartnick felt that there would not be enough money in the renovation fund after this large amount is subtracted, especially with the West Bank expansion coming up.

Sue Bernstein announced that this is the latest date this option can be taken.

Dr. Zander felt the option should be taken as this amount comes out of the rent anyway.

Mr. Pederson agreed with Dr. Zander.

Jerry Levey pointed out that this was an interest-free loan.

Motion V-43

Voted on and Carried

4) Sue Bernstein discussed the plans of the new medical center, and announced that \$23,000.00 has been raised in cash and \$43,000.00 has been raised in pledges.

Mr. Starr announced that this money was raised by the Medical Alumni Association. He pointed out that this room will also serve as a ready room for the medical students.

Motion V-44

Judy Hoy moved that the UBOC allocate \$1,500.00 for the interior finishings for the proposed medical center to be used as they see fit.

Seconded.

Motion V-45

Jerry Levey moved to amend motion V-44 that we allocate the \$1,500.00 when the Medical Center for the students is completed.

Seconded.

Jerry felt that the money could be used by the board in the meantime.

Sue Bernstein felt that the money should be given for the medical center, now, as they have more use for it and the completion of the room may possibly be held up.

Motion V-45

Voted on and defeated.

Motion V-44

Voted on and carried.

5) Sue announced that she attended the UBC meeting and presented the mandate which was passed by the Board, and then passed by the UBC.

Sue told the board of the types of I.D. cards other universities had; She said that most universities had pictures on their I.D. cards and some of them had raised lettering, as is on a gasoline credit card, so they could not be altered.

6) Sue brought up the subject of the music shell.

Dr. LaBerge announced that the janitorial staff found it a little cumbersome to handle, and unless the Union has a lot of events that the music shell could be used at, it is not necessary to buy one, but rather borrowing one would better. He announced that the music shell was used at the first two Kaffee Konzerts.

Sue Bernstein felt that the shell brought the voices of singers and some sections of the orchestra out more clearly.

Dr. LaBerge announced that the complete unit would cost about \$900.00 - or \$200.00 a section.

Sue Bernstein said that the House and Finance Committee wanted to recommend as few units as possible to be purchased.

Judy Hoy didn't see why money should be invested at this point, especially if the janitorial staff didn't relish the idea of handling the shell.

Motion V-46

Dr. Zander moved we postpone any action on the House and Finance recommendation that a music shell be purchased.

Seconded.

Motion V-46

Voted on and carried.

Mr. Starr announced that the passing out of directories was not much of a problem. He announced that over 12,000 were passed out in the three day period and that we would be reimbursed for any cost for distribution.

Mr. Starr mentioned that both the matter of cleanliness and decor for the Gopher Hole has not been planned.

Professor Buckley commented on the loudness of the jukebos in the Gopher Hole.

Sue Bernstein announced that the sign approved for the Gopher Hole last week, November 20, 1962, was too big to be made on an embossed machine and will take a while longer to get up.

Public Relations Committee Report:

Roger Haug briefly gave a description of what the Public Relations Committee does.

1) Roger announced a letter was sent to Larry Leventhal regarding his loss of 15% commission in regard to sales for WMTR.

- 2) Roger announced that the public relations committee decided that "This Week In The Union" ads will be continued in the Daily.
- 3) Roger announced that the committee decided that one big article will be put in as to what the Union does for you. Gloria Davis will write a humorous part - maybe on blazers! The second page might be good to feature the committee of the quarter.
- 4) Roger showed the ad that would go into the Ivory Tower on the Union. It will be in the December Ivory Tower.
- 5) Roger announced that letters were sent out asking for hosts and hostesses for the President's Reception. The Innocents Society has promised eight people. Roger then passed a sheet around asking for hosts and hostesses to volunteer from the Board.

President Wagnild announced that she wanted the crescents by the time of the President's Reception.

- 6) Roger announced that the Executive Committee will have a meeting at the same time, same place.

Professor Buckley felt that more people should know what goes on in WMMR.

Roger announced that WMMR is in a state of confusion right now.

Personnel Committee Reports:

Pat Meacham gave a brief summary of what the functions of the Personnel Committee are, and then told a little about the UBC Council.

- 1) Pat announced that the UBC Council had a meeting on November 27 and had the election of officers. The new President is Walt Buchman, Secretary is Judy Gilbertson. Winter quarter will be the time interviewing will be for the rest of the members.

- 2) Pat asked the board, if their committees were doing an outstanding job, an application should be turned in on them so they may receive an award. Pat also announced that rosters are due on Friday, November 30, and history files are due on December 5, 1963.

- 3) Pat told about the leadership seminar held on Tuesday, November 27, 1962. Mr. Starr and Ted Kaul were given a round of applause for their participation.

Pat announced that if the leadership training program would have been earlier, there might have been more publicity. In the winter quarter they will try to have more publicity for it.

- 4) Pat announced that the personnel standing committee recommended Dick Robert for Ad Agency Chairman; Chairman of the Bridge Committee, Dick Dufour; Edwin Crosby for the Graduate Area Chairman; Jeffrey Smith for Welcome Week Chairman, and Steve Frank for the WMMR Chairman.

5) Pat announced that there are few openings for chairmanships of the Photo Committee, Creative Arts Festival Series, Summer Programming and at the end of the winter quarter there will be an opening in the Art-Craft Studio. All chairmen must have an accumulative grade point average of 2.0.

Old Business:

President Wagnild announced that the move for WMMR does not require a by-law change as was stated last week.

Motion V-47

Judy Hoy moved that WMMR be moved from the Public Relations Area to the Campus Area.

Seconded.

Motion V-47

Voted on and carried.

2) Chuck Tremann passed around a list for those going to the Christmas Semi-Formal and asked if the Board members requested to sit with someone special at their tables. He announced that a Daily ad has been running in the paper since last week.

3) Judy Mitera asked that the T.V. Lounge be given a different name, such as the Fine Arts Area.

New Business:

1) Jack Wartrick announced that help could be used in trimming the Christmas tree from 1:30 to 3:00 p.m. on Friday, November 30, 1962.

Announcements:

Roger Hauge announced that every area director must submit one program, that they will have the first three weeks of the winter quarter, to him.

Judy Hoy wished everyone a Merry Christmas and a Happy New Year.

Judy Mitera gave a reminder of the Art-Craft Sale on Friday in the Main Ballroom.

The minutes stand approved as corrected.

Meeting adjourned at 9:00 P.M., followed by an informal Coffee Hour in Room 315, and an opportunity to meet Vice President Wenberg informally.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

January 9, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) Resignation
 - 2) Excuses
 - 3) Office Hours
 - 4) Big Ten Conference
 - 5) President's Reception
 - 6) MSA Report
 - B. Program Committee Agenda
 - 1) Welcome Back Party
 - 2) Co-Sponsorships
 - 3) Chairman Cabinet
 - 4) Daily Ad Policy
 - 5) Budget
 - C. House and Finance Committee Agenda
 - 1) Request
 - 2) Reservations For 315
 - 3) Thermo-fax
 - 4) Traffic Survey
 - D. Public Relations Agenda
 - 1) State Of The Union
 - 2) President's Reception
 - 3)
 - 4)
 - E. Personnel Committee Agenda
 - 1) Evaluations
 - 2) Committee of The Quarter
 - 3) Interviewing
 - 4) Surprise
- III. Old Business
 - 1)
- IV. New Business
 - 1)
- V. Announcements
- VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 9, 1963

Members Present: Sue Bernstein, Gloria Davis, Roger Hauge, Judy Hoy, Pat Meacham, Judy Mitera, Marcia Morse, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Walfred Pederson, Mr. Gordon Starr, Dr. Donald Zander, Mr. Edwin Braman, Jerry Levey, Dave Bowen.

Members Absent: Marcia Davis

Others Present: Mr. Harold Smith, Director, University Bookstores; Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg.

The meeting was called to order at 7:30 P.M. in room 346 of Coffman Memorial Union following dinner and a showing of the ACU collection of slides from other Unions, in room 355.

Mr. Starr reviewed the minutes from the last meeting, November 28, 1962.

The minutes of the last meeting were corrected as follows:

Under the House and Finance Committee Report, Item 1, the minutes should have read, "Sue announced that the House and Finance committee approved a request from the MSA and SIA Boards to have a table set up in the foyer for the signing of a petition for I. D. Cards."

Executive Committee Report:

President Wagnild introduced Mr. Harold Smith, Director of the University Bookstores, to the Board members.

- 1) President Wagnild announced the resignation of Chuck Tremann from the Board. The Executive Committee regretfully accepted his resignation when he explained to them that he felt the Board took up a lot of his study time.
- 2) President Wagnild announced that Marcia Davis was not excused from the meeting of November 28, 1962.
- 3) President Wagnild announced that office hours will be posted behind her desk in her office. She requested that the Board members inform her as to their whereabouts during the day, so they may be contacted, if necessary.
- 4) President Wagnild announced that the Big Ten Conference will be held on March 29, 30, 31, 1963, at Ohio State University. Three representatives from the University of Minnesota will be sent to the Conference.
- 5) President Wagnild commented on how nice the President's Reception was. She reported that four Board members, beside herself, were there; she hopes that more will attend next time. She reported that Roger Hauge made a very good Santa Claus.

6) Gloria Davis, President's Representative to the MSA Senate Committee, gave a report on MSA activities during the fall quarter, 1962. She felt that MSA was not promoted well in the Union and that was the reason she brought the report on the "Uphoff Administration" to the Board. She reported that MSA sold Campus Pacs; held three seminars this fall quarter and will continue to do so in the winter and spring quarters; they had a student discount service; the Commission sold tickets to "Otello" and "The Magic Flute" put on by the St. Paul Civic Opera, at a discount, not to mention others. Gloria pointed out that MSA has tried to include the Board in everything that they do, and that the Board should lend them a little more support.

Program Committee Report:

1) Judy Hoy reported that the Welcome Back Party was quite a success. It was held January 4, 1963 in the Gopher Hole. There were approximately 1100 people there. The party featured Folksingers and Folkdancers. The music was country western style. The program cost about \$70.00 and Judy felt that this type of program is needed in the Union. She announced that dances are scheduled for the next two Friday nights.

Professor Buckley suggested that a note of thanks be sent to Mr. Roger Baldwin, Instructor in General College, for submitting the idea of this type of program.

Judy announced that there will be a Jam Session on January 13, 1963, Sunday afternoon.

2) Judy announced that on January 10 from 12:30 to 1:30 P.M. Professor William Perlmutter will speak on "Provincialism in Higher Education". On January 17, 1963, from 11:30 to 1:30 P.M. Donald Wozniak will give a thirty minute speech on the sales tax, followed by a twenty minute question/answer period, in the Main Ballroom. On January 25, 1963, from 11:30 to 1:30 P.M. Congressman Clark Mac Gregor will speak on "An appraisal of the Kennedy Legislative Program" for the Noon program in the Main Ballroom. On January 31, 1963, at 12:30 to 1:30 P.M. there will be a debate between Dennis Wadly (Chairman, YDFL) and John Greenagle (Former chairman of YAF) on the McGarren Act in the Main Ballroom.

3) Judy announced that the date for the Chairman Cabinet is changed to January 10, 1963, at 6:30 P.M. in room 320. Dr. Paul Cashman, Associate Professor, will speak on "Stimulating Creativity in Small Groups".

4) Judy announced that the Union Board of Governors and the UBOG Committees are not responsible for ads that are co-sponsored in the Daily.

Mr. Starr questioned whether we should be co-sponsoring if we are not sharing the cost of the ad, but just giving our name.

Judy Hoy felt that we are giving our support and not just our name.

Roger Hauge agreed with her.

It was suggested that the matter be turned back to the Board.

5) Judy Hoy announced that requests for changes in budget allotments should be in her box by January 10, 1963.

House and Finance Committee Report:

1) Sue Berstein announced an approval from the House and Finance Committee from Professor Scott, of the Speech and Theater Department, for a State High School Debate Tournament on February 15, 1963 from 2:30 to 8:00 P.M.

Sue announced that the House and Finance Committee did not approve a request from UJW to use the Main Lounge for a Jam Session on Sunday, January 13, 1963 at 7:30.

Motion V-48

Gloria Davis moved that the Board make an exception to the usual rule, that no programs be allowed in the Main Lounge, for the UJW Program on Sunday.

Seconded.

Motion V-48

Voted on and Carried.

2) Sue reported that five reservations have been made for room 315 for the winter quarter. If there are not enough reservations for the room, the room will be used for a Graduate Commons Room.

3) Sue reported that Dick Getchell, Assistant Director, spoke to a salesman about a thermo-fax to be placed in the building for public use. The machine would be placed in the building free of charge, and anyone using it would be charged 15¢ for each copy they make on it.

Marcia Morse pointed out that the Union will receive a 10 percent share of the profits.

Mr. Pedersen questioned how long the machine will be here on a no cost basis.

Sue Berstein pointed out that the machine would be serviced by 3-M and that a man would come around every day to make sure it was in good condition.

Roger Hauge asked who would be allowed to use the machine.

Sue answered that the machine could be used by anyone who wanted to use it. The machine would be operated by the user.

Jerry Levey felt the machine should be put in on a trial basis.

Mr. Pedersen wanted to know if it was a coin operated machine. He felt the cost per sheet was high, as compared to other places where 4½ to 5¢ a sheet was charged.

Sue answered that the machine was coin operated and that the machine would be kept as long as it was being used.

4) Sue announced that Alpha Phi Omega is going to do a traffic survey of the Union on a busy day. She reported that Alpha Phi Omega did it a few years ago and that they will be paid \$50.00 for their services. She pointed out that if people were hired to be put in the five points in the Union, the cost would be \$400.00.

Mr. Harold Smith reported to the Board that he had a cash register that could count how many cash customers used the bookstore in a given day.

Marcia Morse asked about the progress on the I. D. Cards.

Sue Bernstein reported that she does not know anything at the moment and that she will find out within the next week or two.

Public Relations Report:

1) Roger Hauge announced that there would be no State Of The Union page because there was a lack of material. Roger and Jerry Levey have been going to get the information instead of waiting for volunteer information. Monday, January 14, 1963, is the deadline for the State of The Union page information. Jerry Levey requested that all articles be of a minimum of 100 words and a maximum of 250 words. If there are pictures, they should be taped to the page. The new date for the State Of The Union page is January 23, 1963.

2) Roger Hauge announced that a letter was received from Mr. William Nunn, Director of University Relations, thanking the Board for the nice turnout for the President's Reception. Roger then extended his thanks to the Board.

Personnel Committee Report:

1) Pat Meacham announced that all evaluations are in.

Wednesday, January 30, 1963, is the date for the awards dinner.

2) Pat announced that the Committee of the Quarter has one nomination. She requested that a note be put in her box for nominations for this award.

3) Pat reported that since there is a board position open, there is some interviewing to be done. Interviews will be open for the new Board position on Friday, January 11, 1963, and they will be open just for that day. The reason for the one day interviewing is that there are many names in the files, as four weeks ago they were interviewing for the two positions open at that time.

Interviews for chairmen will be done every Wednesday.

Pat showed the Board the new resignation forms. The reason for them is that not enough information has been received up to this date on those resigning. Chairmen from last quarter who resigned must fill them out.

President Wagnild felt the forms should not be used by the Board members until they have talked to the Board.

Pat requested that Board members make sure that the chairmen have a grade point average of 2.0.

4) Pat passed out the crests for the blazers.

President Wagnild gave special thanks to Miss Meta Maneks, as she was the one who helped to get the crests.

President Wagnild announced that the blazers and crests should be worn at only Union functions. A Board member not on the Board relinquishes the right to wear the crest.

Announcements:

Mr. Starr thanked Roger Hauge for bringing his projector to the dinner so the group could see the slides. He announced that President Wagnild and Roger will show the show the slides at the Student Center Board meeting tomorrow, January 10.

Mr. Starr commended Gloria Davis on the fine report she gave on MSA.

Mr. Starr told the Board that their services are needed in order to make our Union function, because those who use the Union should govern it. He also told the Board that they will receive many values in serving on the Board.

Mr. Starr announced that he visited WMMR and has never seen it in any better condition than it is in now. He congratulated Dave Bowen on the good job done and for giving so much time to WMMR during the vacation period.

Mr. Harold Smith told the Board a little of the history of the University Bookstores, and told them what the stores handle.

Mr. Smith asked for a committee to meet with him and learn the history and the functions of the Bookstores.

Mr. Smith gave a brief summary of the scholarships that the Bookstores offer. He said that a number of years back a scholarship fund was started and \$18,000.00 a year has been put into it.

Mr. Smith then thanked the Board for the invitation to the meeting and commented that he was very impressed.

Mr. Starr suggested that the Food Service Liaison Committee take over the matter of a committee to meet with Mr. Smith.

President Wagnild announced that Professor Buckley, Gloria Davis and Roger Hauge are the three members of the Food Service Liaison Committee.

Judy Mitera reported that the men from the Physical Plant were here to look at the Fine Arts Area this week.

Meeting adjourned at 9:15 P.M.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

January 16, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) Resignation
 - 2) Big Ten Conference
 - 3) Liaison Committee Chairman
 - 4) Village Union By-law Change
 - 5) Areas
 - B. Program Committee Agenda
 - 1) Co-sponsorships
 - 2) Daily
 - 3) Etc.
 - 4) Etc.
 - 5) Etc.
 - C. House and Finance Committee Agenda
 - 1) Requests
 - 2) Gopher Hole
 - 3) Shelter
 - 4) Graduate Commons Room
 - 5)
 - D. Public Relations Committee Agenda
 - 1) Display Case
 - 2) Tower Ads
 - 3) State of the Union
 - 4) Ad Agency
 - E. Personnel Committee Agenda
 - 1) Chairmanship Openings
 - 2) Recognition Dinner
 - 3) New Board Members
- III. Old Business
 - 1)
- IV. New Business
 - 1)
- V. Announcements
- VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 16, 1963

Members Present: Sue Bernstein, Gloria Davis, Marcia Davis, Roger Hauge, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Gordon Starr, Mr. Edwin Braman.

Members Absent: David Bowen, Judy Hoy, Mr. Walfred Pederson, Dr. Donald Zander.

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg.

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

The minutes of the last meeting were corrected as follows:

Under the Executive Committee Report, Item 6, there was an addition to the minutes, "Gloria Davis presented to the Board the situation involved in the SCSA policy and told the Board her position, to which the Board offered no comments."

Under the Program Committee Report, item 4, the minutes should read, "It was suggested that the matter be turned back to the Program Committee."

Under the Public Relations Report, Item 3, the minutes should have read, "President Wagnild felt the forms should not be used by the Board members until they have talked to her."

Under the House and Finance Committee Report, Item 2, the minutes should have read, "No reservations will be taken for room 315, as it will be used as a Graduate Commons Room for the winter quarter."

Under announcements, it should have read, "Mr. Starr suggested that the Liaison Committee take over the matter of a committee to meet with Mr. Smith."

Executive Committee Report:

1) President Wagnild announced the resignation of Marcia Davis from the Board. The Executive Committee regretfully accepted her resignation.

Marcia Davis told the Board that she enjoyed working in her area and feels she benefited from being a member of the Board.

2) President Wagnild announced that Roger Hauge, Judy Hoy and she (President Wagnild) will be our representatives at the Big Ten Conference.

3) President Wagnild announced that Gloria Davis is the Chairman of the Liaison Committee.

4) President Wagnild passed out copies of the Village Union By-laws and announced changes in the By-laws: Under I., Membership and Elections, section A is a new

clause; under II., Meetings, section E., number 4 is a new clause; under II., Meetings, section F, the last sentence is a new addition; under III., Officers of the Board, section B, number 2 is a new clause; under IV., Committees to the Board, section D., the last section of the last sentence is changed. These will be voted on by the Board at the next meeting, January 23, 1963.

5) President Wagnild announced that if a Board member wanted to change areas he or she should contact her after the meeting.

Program Committee Report:

1) Judy Mitera announced the Program committees approval of the Noon Program Committee and the U. S. Civil Service Commission co-sponsoring a program in the Main Ballroom on January 21, 1963 from 11:00 to 5:00 and on January 22, 1963, from 9:00 to 4:00. The program will be the Government Career Festival under the direction of the Civil Service Commission.

2) Judy announced that the Daily Ad policy will be reported on next week, as well as the readjusted budget.

3) Judy announced that the budget is prepared and allocated, but for the lack of a quorum the Program Committee could not vote on it.

House and Finance Committee Report:

1) Sue Bernstein announced that on January 1, 1963 through January 30, 1963, there will be a banner up in front of Coffman Memorial Union for Winter Week.

Sue announced that the House and Finance Committee approved a request from the Union Jazz Workshop to have a jam session in the Main Lounge on Sunday. She announced that the jam sessions will be continued in the Main Lounge as long as the behavior of those attending is good.

Judy Mitera reported that the jam session last Sunday, January 13, went very well.

Sue Bernstein announced that the House and Finance Committee approved the use of the Gopher Hole and Bowling Lanes on Friday night, February 1, 1963, from 10:00 P.M. to 1:00 A.M., Saturday morning for a pre-ski train party. Use of the Billiard Room was also requested, but the Committee felt it was better not to have the first floor open.

2) Sue reported that the Gopher Hole, around the noon hour, has not been in good condition. If conditions get bad enough, the Gopher Hole will be closed for a day.

3) Sue reported on the fallout shelter signs in the building. She announced that no signs will be put up in the front of the building. She reported that there are signs in the Foyer, Basement, Ground Floor and Second Floor.

4) Sue announced that the Graduate Commons Room will soon be furnished.

Ted Kaul suggested that the Gopher Hole be kept open on February 1, 1963, until 2:00 A.M. because the Ski Train will be leaving around that time.

Public Relations Report:

- 1) Roger Hauge apologized for not having the display case arranged. He reported that it will probably be up by the middle of next week, and that the case is now being used for the Ski Train.
- 2) Roger announced that the Tower ad cost \$32.50 for the space and there were extra costs for special engraving. He reported that the committee felt that the ad is definitely worthwhile if there is a definite campaign. Roger reported that he will talk to Ted Smythe about a definite campaign.
- 3) Jerry Levey announced that the State of the Union page will be out on January 23, 1963. He reported that the Public Relations Committee has all of the material for the page.
- 4) Roger Hauge announced that there are no committee members on the Ad Agency. He reported that the Minneapolis Star and the Minnesota Daily pay people to work on similar jobs. Roger announced that he has an appointment with Professor Wilson to get a list of those not already working at a place that would be available. Then a letter will be sent to those people about the Ad Agency and what is gained from it. Hopefully there will be some response.

Judy Mitera asked about the Region VII Newsletter.

Roger answered Judy and reported that there is one story lacking and it will be sent to the printers.

Personnel Committee Report:

- 1) Pat Meacham announced that the Personnel Standing Committee approved James Bell as Chairman of Student-Faculty Relations.

Pat announced that the areas open for chairmen are as follows:

Fine Arts Area - Art Craft, Photo Committee
Public Relations - Ad Agency, Speakers Bureau
Recreation - Bowling, Co-Rec, Outings
Special Events - Creative Arts Festival
Topics - Citizen Series
Varieties - Noon Program Chairman.

- 2) Pat announced that the Recognition Dinner for fall quarter is tentatively set for January 30, 1963.
- 3) Pat announced that the Personnel Standing Committee recommended Bruce Hanson as a new member of the Board. He is a junior in S.L.A. majoring in Economics.

Motion V-49

Sue Bernstein moved Bruce Hanson be accepted as a member of the Board.

Seconded.

Motion voted on and carried.

Pat Meacham announced that the Personnel Standing Committee recommended Carolyn Wagnild as a new member of the Board. She is a junior in Education.

Motion V-50

Sue Bernstein moved Carolyn Wagnild be accepted as a new member of the Board.

Seconded.

Motion voted on and carried.

Old Business:

1) Professor Buckley and Gloria Davis remarked that the graduate students seemed to be too busy for any interest in the Graduate Commons Room.

Judy Mitera felt the room would be used when the word gets around about it.

Professor Buckley reported that the students don't want to work through the Union, but they want to work through themselves.

2) Mr. Braman felt that there isn't enough continuity of the Board.

Pat Meacham suggested that very soon there be a meeting on the problem of so many resignations. She felt that a meeting is very necessary.

The Board then discussed the problem of resignations and agreed that a meeting about this was indeed necessary.

Mr. Starr felt that the program staff and others felt very frustrated in the accomplishments of the program area, however there have been some real terrific events. He felt that the Board should put down the objectives of the specific areas and carry them through. He felt the Board was drifting in regard to goals.

President Wagnild suggested that a meeting to deal with open discussion be planned within the next week or two, similar to the one held last quarter.

Marcia Davis offered her services to any area director.

3) Mr. Starr brought up a request from Dave Peterson, Creative Arts and Crafts Supervisor, that the Board consider the matter of whether the faculty wives should be included in the privilege of using the Art-Craft shop.

President Wagnild felt that this should be handled by the House and Finance Committee.

4) Jerry Levey brought up the subject of the disobedience and disrespect of some of the people attending Single Swing on Wednesday evenings.

Judy Mitera felt that there should be some sort of identification for those attending programs like Single Swing.

Marcia Morse felt that when the I.D. Cards come they will alleviate the problems of admittance to Single Swing Dances.

Mr. Starr felt that the idea of a voluntary I.D. program should be considered by the Board.

Jerry Levey suggested that students should have their picture taken (this would not cost much if a large group did it) and use this as part of their identification on a card.

Judy Mitera suggested that this be considered by the House and Finance Committee.

Judy felt we need a card primarily for the Union Facilities, because we wish to serve the students as best we can.

President Wagnild turned this matter over to the House and Finance Committee. It will be reported on next week.

Announcements:

Marcia Davis announced that she was pleased with the work being done in the Cultural Expansion Area.

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

January 23, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) New Board Members
 - 2) Assignment
 - 3) Excuses
 - 4) Board of Presidents
 - 5) Medical Student Center
 - 6) Next Meetings
 - 7) Announcements
 - B. Program Committee Agenda
 - 1) C.C. Past
 - 2) Co-sponsorships
 - 3) Budget
 - 4) C.C. Future
 - 5) Ski Train
 - 6) After thought
 - C. House and Finance Committee Agenda
 - 1) Requests
 - 2) Art-Crafts Studio
 - 3) I.D. Cards
 - D. Public Relations Committee Agenda
 - 1) State Of The Union
 - 2) P. R. Bureau
 - 3) Ad Agency
 - 4) Tower Ads
 - 5) Pictures
 - E. Personnel Committee Agenda
 - 1) Recognition Dimer
 - 2) Rosters
 - 3) Interviews
 - 4) ~~Presentations~~ Merit
 - 5) Chairman Approval
 - 6) U.B.C.
 - 7) Presentation
- III. Old Business
 - 1) Village Union By-laws
- IV. New Business
 - 1)
- V. Announcements
- VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 23, 1963

Members Present: Sue Berstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Lavey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Mr. Walfred Pederson, Mr. Gordon Starr, Dr. Donald Zander.

Members Absent: Mr. Edwin Braman, Dr. David LaBerge

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg.

The minutes of the last meeting were approved.

Executive Committee Report:

- 1) The new Board members, Carolyn Wagnild and Bruce Hanson, were introduced and sworn into office by President Wagnild.
- 2) President Wagnild announced that Carolyn Wagnild will have the assignments of Special Events and the Personnel Standing Committee, and that Bruce Hanson will have the assignments of the Music Area and the Public Relations Standing Committee.

Motion V-51

Pat Meacham moved that the Board approve the assignments for the new Board members.

Seconded.

Motion voted on and carried.

- 3) President Wagnild announced that Judy Hoy and Mr. Walfred Pederson were excused from the meeting last week. David Bowen was not excused from the meeting last week.
- 4) President Wagnild announced a Board of Presidents meeting for Thursday, January 24, at 3:30. Some topics for discussion will be Social Service Council (The UBOG President is a member), Student Travel Program and last years Homecoming.
- 5) President Wagnild announced that the Executive Committee is currently discussing how to present, to the Board, the possibility of having the Medical Student Center as a part of the Union. Next week the Executive Committee meets with Dean Gault and Allen Larson, President of the Medical Senior Class, so they can find out some more facts to be presented to the Board. The proposal for the Medical Center will be put in the Board members boxes some time this next week.
- 6) President Wagnild announced that the Recognition Dinner will be on January 30, 1963. There will be a discussion meeting on February 6, 1963 on various problems in room 344-45. President Wagnild hopes to have a meeting

at the Village Union and the St. Paul Student Center some time this quarter.

- 7) President Wagnild announced that Mr. Starr was appointed chairman of the All University Center Conference Committee by President Wilson.

Program Committee Report:

- 1) Judy Hoy announced that the Chairmans Cabinet meeting was very successful. Dr. Cashman gave an excellent speech and hopefully, within the next week, there will be copies for everyone.
- 2) Judy announced that on January 28, 1963, from 11:30 to 12:30 in the Union Main Ballroom there will be a film entitled "Nightmare In Red", an NBC "White Paper" documentary film on Communism for part of information week, sponsored by the Young Democrats (YDFL), the Young Americans for Freedom.

On January 30, 1963, from 11:30 to 1:30 in the Main Ballroom, Noon Programs and Gamma Sigma Sigma are sponsoring two films from the American Cancer Society. One is titled "Is Smoking Worth It?". The other film title is presently unknown. Together they will be about one-half hour. Mr. Starr raised the question of the appropriateness of this film for noon programs while people are eating. Dr. Robert Benjamin from Methodist Hospital will speak. Literature will be passed out at the door.

On January 31, 1963, at 12:30 in the Union Main Ballroom, the Young Democrats (YDFL) and Young Americans For Freedom are sponsoring two short talks followed by a question period. Participants will be Dennis Wadley, YDFL Chairman, Dave Edstrom, YAF Chairman. Topic: "The Liberal vs. the Conservative Approach to Communism."

On February 8, 1963, from 11:30 to 1:30 in the Union Main Ballroom, Students for Integration and Focus (UBOG) will sponsor a speaker's program on the Housing Bill. Speakers are Dr. McCullough from Student Housing and James McDonald from State Committee Against Discrimination. There will be an opportunity for questions after they speak.

On February 28, there will be a Panel Discussion (Foreign and American Students) with coffee served. This will be sponsored by the American-Foreign Students Committee, International Students Council.

On March 2, at 7:30 the American-Foreign Students Committee, International Student Council will sponsor a Talent Show with foreign and American talent in the Main Ballroom. At 8:30 there will be a slide show of foreign slides in the Women's Lounge, with a visit to the International Lounge. At 10:00 there will be a record dance in the Main Ballroom.

- 3) Judy announced that the Program Committee has prepared and approved the Program budget for the winter quarter.
- 4) Judy announced that the next meeting for the Chairman Cabinet will be

January 31, 1963, in the Men's Lounge and the program will include an advertisement workshop for the chairman. Rita Kline will present a poster workshop and Beverly Kees and the Advertising Manager of the Daily and the WMMR Manager will be asked to attend.

- 5) Jack Wartnick announced that January 24, 1963, Winter Week will start. There will be a hockey tournament at Williams Arena with free admission, a Sno-ball with Dick Perry's Orchestra, coronation of a snow queen, and a Swiss Weekend in Grand Rapids, Minnesota: This includes meals, rooms, ski instruction, skating, skiing, dancing, and the folk singing group from the LeZoo (Maury Bernstein), possible a sleigh ride and \$2.60 off on the tow ticket. This will be offered for \$13.95 as compared to last year when it was \$19.95.

Roger Hauge questioned as to who would be choosing the queen.

Jack Wartnick answered that Merle Carlson would choose the queen.

Judy Hoy asked how much the Board members would have to pay.

Jack Wartnick answered that they may get \$5.00 off subject to the number of tickets sold.

Ted Kaul reported that the budget was set up so we could break even on every individual above 200.

- 6) Judy Hoy announced that the Graduate Commons Room is ready and there have been five people in there. After the cold weather is gone there will probably be more students there. She feels this will prove to be very successful.

Mr. Starr passed around a letter regarding Dick Gregory, author, lecturer, entertainer, from a booking agent. Along with this letter were several pamphlets on other entertainment groups. This was then turned over to the Program Committee.

House and Finance Committee Report:

- 1) Sue Bernstein announced that the House and Finance Committee has approved a request from MSA to put a banner up in front of Coffman Memorial Union for campus elections.

Sue announced that the House and Finance Committee did not approve a request from Gamma Sigma Sigma to put posters in the foyer for the Cancer Education Drive January 28 - February 1, 1963. They will have a lighted display on the ground floor.

- 2) Sue announced that the House and Finance Committee came to the decision that the Arts and Crafts Supervisor should use his own discretion as to letting the wives of the faculty use the Art-Craft Shop.

- 3) Sue commended Jerry Levey on the improvement of the behavior of the participants at the Single Swing last Wednesday.

House and Finance felt that I.D. Cards are not a practical idea, as people could not be required to have an I.D. Card from the Union and

somebody could not be refused from a function if they showed their fee statement.

Public Relations Committee Report:

- 1) Roger Hauge felt that the State of the Union page was a disappointment. There were supposed to be pictures on the page and they were somehow omitted.
- 2) Roger announced that Last Monday the Public Relations Committee lost their chairman. Roger reported that Tuesday he checked through a list of people who had applied for the Ad Agency and the Public Relations Bureau. A letter is being sent to those who showed an interest. Enclosed with the letter is a stamped, self-addressed envelope and a form for them to fill out.
- 3) Roger asked that ideas for the Tower ad be referred to Gloria Davis.
- 4) Roger announced the picture dates for the new members, Carolyn Wagnild, David Bowen and Bruce Hanson.

Mary Ann Hall requested that flyers be put in her box about the programs.

Personnel Committee Report:

- 1) Next Wednesday, January 30, there will be a Recognition Dinner. There will be seven chairmen awards and twenty committee member awards plus the award for the Committee of the quarter. Jack Wartnick will be providing entertainment.
- 2) Pat Meacham announced that there are flyers in the chairmens boxes regarding the information wanted for rosters.
- 3) Jack Wartnick reported that there has been a problem with interviews: Applications get lost before he sees them. If there is a person who has signed an application, it should be given to Allyn Ulseth on Mondays.
- 4) David Bowen announced that plans are being made for the Merit Banquet for May 14, 1963. The emphasis will be on spirit.

Pat explained that the Merit Banquet is a big recognition dinner and awards are given out.
- 5) Pat announced that the Personnel Standing Committee approved James Dillon as chairman of the Creative Arts Festival.
- 6) Pat passed out a sheet for the Board members to sign, in regard to attending a U.B.C. (Union Board Council) meeting for the next quarter.
- 7) Dave Bowen presented Carolyn Wagnild with her pin and Marcia Morse presented Bruce Hanson with his pin.

Old Business:

- 1) Motion V-52
Judy Hoy moved that the Board approve the changes in the Village Union By-laws.

Seconded.

Motion voted on and carried.

- 2) Gloria Davis announced a request from U.J.W. (Union Jazz Workshop) to have the Board reconsider the closing of the workshop at 11:00. They feel that at 10:00 they are just starting to get good.

Sue Bernstein reported that the House and Finance Committee felt that the building should be cleared at 10:30 so the custodians can get to work.

Judy Hoy agreed with Gloria. Why couldn't exceptions be made for the U.J.W. if they are made for dances?

Roger Hauge announced that after the program, everyone was out within ten minutes.

Ted Kaul reported that the only full time janitor comes on at 11:00 or 12:00.

Motion V-53

Judy Hoy moved that there be an exception to the House rules that U.J.W. be allowed to program Sunday evenings until 11:00.

Seconded.

Motion V-54

Sue Bernstein moved to amend Motion V-53 that this be on a trial basis and if everything goes alright, this will be continued.

Seconded.

Motion V-53

Voted on and carried.

Motion V-54

Voted on and carried.

New Business:

- 1) Judy Mitera referred to the by-laws and recommended a change as follows:

Article IV., Section G, Number 2, Item B:
The House and Finance Committee shall:
Prepare annually and adjust quarterly, the
general Program Department budget, based on

recommendations from the other standing committees. Present this budget and adjustments to the Board for approval.

Judy recommended that the first sentence on the item be stricken from the records.

Article IV., Section G, Number 4, Item E:
The Program Committee shall: Prepare annually and adjust quarterly the budgets of the Programming Areas and maintain a suitable program development fund. Recommend this budget to the House and Finance Committee for inclusion in the general Program Department budget.

Judy recommended that this be changed and the second sentence be excluded. This, then, bypasses the House and Finance Committee approval of the Program budget.

Jerry Levey recommended that the change be mimeographed for the Board members.

Announcements:

- 1) Judy Mitera announced that the Talent Associates Committee extends an invitation to the Board to attend the Talent Associate Auditions from 2:30 to 5:00 in room 320 on January 24, 1963.
- 2) Judy announced that the first program of the quarter took the first page in the Daily and had three pictures.
- 3) Dave Bowen requested the Board members to visit WMR after the meeting to see how it has been improved.
- 4) Mr. Starr mentioned that it was good to see the progress of former Board members and that two past members of the Board, Byron Warmee and Al Ouska visited him. Byron Warmee is now Vice President of the Knudson-Emerson Company in New York and Al Ouska is in charge of Personnel of The Veterans Bureau.
- 5) Mr. Starr announced that Mrs. Shirley Clark has had a baby boy, Whitney Lawrence.
- 6) Mr. Starr announced that he was impressed with the improvement the Board has made as compared to their last meeting.

Meeting adjourned at 7:45 P.M.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

January 30, 1963

I. Minutes of last meeting

II. Standing Committee Reports

A. Executive Committee Agenda

- 1) Excuses
- 2) 25th Anniversary
- 3) Special Meetings

B. Program Committee Agenda

- 1) Co-sponsorships
- 2) C.C. Rides Again
- 3) S.C.S.A
- 4) G.O.T.O.

C. House and Finance Committee Agenda

- 1) F.A.A.
- 2) I.L.
- 3) G.H.
- 4)

D. Public Relations Committee Agenda

- 1) A.A.
- 2) T.A.
- 3) S.F.Y.A.C.
- 4)

E. Personnel Committee Agenda

- 1) UBC
- 2) Interviewing
- 3) Merit

III. Old Business

- 1) By-law Change

IV. New Business

- 1)

V. Announcements

VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of January 30, 1963

Members Present: Sue Bernstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Mr. Walfred Pedersen, Mr. Gordon Starr, Mr. Edwin Braman.

Members Absent: Dr. David LaBerge, Dr. Donald Zander.

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg.

The meeting was called to order in room 346 of Coffman Memorial Union at 7:30 P.M. after the Recognition Dinner in Room 307.

The minutes of last meeting were approved.

Executive Committee Report:

- 1) President Wagnild announced a non-excused absence for Dr. David LaBerge for the meeting of January 23, 1963.
- 2) President Wagnild reported that 1965 is the 25th anniversary for Coffman Memorial Union. She reported that initial plans will be started spring quarter with the present Board and the new Board members.
- 3) The discussion meeting for next week, February 6, 1963, will be in room 344, with a short business meeting preceding.

There will be a meeting February 15, 1963 in Vice President Wenberg's home.

Program Committee Report:

- 1) Judy Hoy announced that the Program Committee approved the following co-sponsorship:

Focus and the University Film Society are co-sponsoring a special showing of the University Film Society's reserved film, "Landis Bread". There will be no charge to the students and coffee will be served. This will be on Wednesday, February 6, 1963 at 12:30 in room 320 of Coffman Memorial Union.

- 2) Judy Mitera reported that on Thursday, January 31, 1963, in the Union Men's Lounge there will be an advertising forum at 6:30 P.M. Special guest speakers will include Bev Kees, Daily Editor; Roger Sax, Daily Advertising Representative; Steve Frank, WMMR Station Manager; Rita Klein, Poster Clinic. The informal meeting will be held to give the chairmen an opportunity to learn more about the various advertising media. There will be a question and answer period and a short business meeting.

- 3) Judy Hoy reported that at the SCSA (Student Council for Student Affairs) meeting on Friday, February 1, 1963, the change of admission prices to events held in places other than Northrup Auditorium from the present price of \$1.00 to \$1.50 will be presented. The meeting is open to the public and it will be held in room 105, Shevlin Hall at 3:30. The provision is to try this raise in prices for a year and evaluate the progress of this policy at the end of that year. Since the cost of entertainment is great, it is quite necessary that this policy be adapted.
- 4) Judy Hoy commended the relatively new committee, Creative Society, for the good work done.

Judy Mitera briefly reported on the progress of the Creative Society Committee and reported that they have put on two programs already.

Jerry Levey reported that the Smothers Brothers would be at the University on Friday, February 15, 1963. There will also be dancing at the program that evening. He suspects that having the Smothers Brothers will be a highlight of the winter quarter.

Judy Hoy called attention to the Financial Report in the folders for the Program Committee, which were approved last week.

Motion V-55

Judy Hoy moved for the acceptance of the Program Budget for the fall quarter.

Seconded.

Jerry Levey objected to having \$600.00 taken from the Single Swing Committee.

Judy Hoy reported that \$955.62 was allowed them, but it was felt that \$355.62 would be enough for them to perpetrate their plans and do a high quality job of programming.

Additional discussion followed relative to the budget for the fall quarter.

Motion V-55

Judy Hoy withdrew the motion.

The withdrawal was seconded.

President Wagnild recommended it be brought to the House and Finance Committee and reported on next week.

House and Finance Committee Report:

- 1) Sue Bernstein reported that Plant Services have been making drawings for the expansion in the Fine Arts Area and when the estimations are learned they will be brought to the Board.

- 2) Sue reported that the furniture was removed from the International Lounge because of the students' poor behavior and abuse of the furniture. There was some discussion as to the procedure by which the furniture was removed.
- 3) Sue announced that drawings are being made up by a student in architecture who has been told of the type of decor wanted for the Gopher Hole.

Public Relations Committee Report:

- 1) Roger Hauge announced that three applications were received for the Chairman of the Ad Agency.

Roger announced a new system for ad forms. They are to be placed in the ad box in room 231, Coffman Memorial Union, by 3:30 two days before the ad is to be placed in the Daily. This will go into effect on Monday, February 4, 1963, and will be in effect until the Ad Agency gets started.
- 2) Roger displayed the Tower Ad and announced the new slogan, "There is something for you at C.M.U." This will be the theme for the next quarter.
- 3) Roger reported that the new display consisting of programs for the week is in the case on the Main Floor of the Union.

Personnel Committee Report:

Pat Meacham thanked everyone for attending the Recognition Dinner.

- 1) Dave Bowen attended the Union Board Council meeting on Tuesday, January 29, 1963.

Pat Meacham requested that those who attend UBC meetings fill out a form after they have attended.
- 2) Pat announced that the Chairman for the Noon program is Quentin Olson.
- 3) Dave Bowen reported that all of the small business (flowers, room, invitations, etc.) is being taken care of for the Merit Banquet.

Pat Meacham requested that ideas for entertainment for the Merit Banquet be put in Dave's box.

Old Business:

- 1) Since a by-law change required a 2/3 majority vote of the Board, and some of the Board members had left the following was done:

Motion V-56

Judy Hoy moved that there be a ten minute recess.

Seconded.

Bruce Hanson reminded the Board that it is impossible to break even if the price of the concerts and lectures is not higher, with the high cost of entertainment. He urged everyone to attend the SCSA meeting in room 105, Shevlin Hall on February 1, 1963.

Motion V-56

Judy Hoy withdrew her motion for a recess.

The withdrawal was seconded.

Motion V-57

Judy Hoy moved that the meeting be adjourned and that the voting of the by-law change be postponed until next week.

Seconded.

Motion voted on and carried.

Meeting adjourned at 8:45 P.M.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

February 6, 1967

- I. Minutes of last meeting
 - II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) Next Week's Meeting
 - 2) Homecoming and Student Alumni Committees
 - 3) Announcements
 - B. Program Committee Agenda
 - 1) Co-sponsorships
 - 2)
 - 3)
 - 4)
 - C. House and Finance Committee Agenda
 - 1) ~~FAA Drawings~~
 - 2) International Calendar
 - 3) International Lounges?
 - 4) Budget
 - D. Public Relations Committee Agenda
 - 1) ~~Tours~~
 - 2) P. R. Bureau
 - 3) State of the Union
 - 4) ~~Speakers Bureau~~
 - E. Personnel Committee Agenda
 - 1)
 - 2)
 - 3)
 - 4)
 - III. Old Business
 - 1) By-Law Change
 - IV. New Business
 - 1)
 - V. Announcements
 - VI. Adjournment
- ab

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 6, 1963

Members Present: Sue Bernstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Walfred Pedersen, Dr. Donald Zander, Mr. Gordon L. Starr.

Members Absent: Mr. Edwin Braman

Others Present: Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg.

The meeting was called to order in room 344,5 of Coffman Memorial Union at 6:30 P.M.

The minutes of the last meeting were corrected as follows:

Program Committee Report, Item 4, third paragraph, third sentence, (Jerry Levey) "He knows that having the Smothers Brothers will be a highlight of the winter quarter".

There was an addition to the minutes of the January 23, 1963 meeting, in regard to the report on Ski Train given by Jack Wartnick.

"Jack Wartnick reported that Kurt Botcher did folksinging for the Ski Train".

Executive Committee Report:

- 1) President Wagnild pointed out the map in the folders showing the route to Vice-President Wenberg's home for the meeting on February 13, 1963.

Mr. Starr reported that Mr. Wenberg's home is approximately twenty-five minutes from the Union and that the Board should leave about 7:00 P.M. The board should meet in room 231 before they leave for the meeting.

- 2) President Wagnild announced that the Board of Presidents has met several times since last quarter. She reported that two sub-committees of the Board have been set up (Homecoming Committee and Student Alumni Committee). The Board of Presidents would like the Union Board to send a representative to each of the committees.
- 3) President Wagnild announced that applicants are now being taken for freshman camp positions.

Program Committee Report:

- 1) Judy Hoy announced that on February 11, 1963 from 11:30 to 1:30 in the Main Ballroom of Coffman Memorial Union, Noon Programs and YDFL UMRA will

co-sponsor an NBC "White Paper" Series film. The film explores role of today's state lawmaker who is often caught up in conflicting pressure from governors, party leaders, lobbyists and constituents. Can the State Legislators, as originally conceived, deal effectively with complex modern problems. Major part of this program was filmed in the state capitol in St. Paul, Minnesota. No other program features.

On April 26 - 28 in the Main Ballroom of the Union and other smaller rooms the American-Foreign Students Comm. and International Relations Club will co-sponsor a detailed description of proposed program (including names of any speakers, bands, names of intermission entertainment, time schedule of events, any other pertinent information).

House and Finance Committee Report:

- 1) Gloria Davis explained the International Calendar, proposed for the International Lounge. It will be jointly controlled with the International Relations Club, the International Student Council, the Minnesota Student Association and the Union Board of Governors.

Dr. Zander questioned the type of calendar it would be.

Gloria reported that the calendar will be a bulletin board similar to the MSA bulletin board. It will be about five feet wide and four feet high. This will be done in cooperation with the Student Activities Bureau.

Sue Bernstein announced that it was brought before the Board so they would be informed and that the House and Finance did not want a decision on it at this time.

- 2) Sue Bernstein announced that as far as it is known, the plans are to keep the furniture out of the International Lounge permanently. The House and Finance Committee suggested that the name of "International Lounge" be changed to "International Gallery".

Judy Hoy reported that she received a letter from a representative of MSA and with it was a definition of the word "lounge". He felt either the name should be changed or the furniture put back.

Mr. Starr felt there would be some confusion with the Fine Arts Gallery if the name were changed to "International Gallery".

Jerry Levey pointed out that hopefully the furniture will soon be put back.

Marcia Morse felt the name should be changed because the students would lay on the floor because of the name "lounge".

Judy Hoy felt that the word "lounge" doesn't necessarily mean one has to lie down or sit down. She felt the name "International Lounge" was fine.

Motion V-58

Sue Bernstein moved that the name "International Lounge" be changed to "International Gallery".

Seconded

Motion V-59

Jack Wartrick moved discussion be tabled.

Seconded

Dr. Zander felt the Board shouldn't change the name of the International Lounge because eventually the furniture may be put back.

Judy Mitera felt the Board should wait.

Motion V-59

The motion to table was carried.

Dr. LaBerge asked the Board to consider the name "FOYER".

- 3) Sue Bernstein announced that the House and Finance Committee approved the Winter Program Budget.

Jerry Levey asked that he be consulted the next time funds be taken from his committee.

Public Relations Report:

- 1) Roger Hauge reported that there has been no response from the letters sent for a Public Relations Bureau Chairman.
- 2) Jerry Levey announced that the next State of the Union page will be out on February 27, 1963. He reported that there is some material for filler and he would like some other material.

Old Business:

- 1) Motion V-60
Jerry Levey moved that the by-law change be tabled indefinitely.

Seconded

Judy Mitera and Gloria Davis agreed that the by-law change should be taken care of.

Jack Wartrick pointed out that if the motion were defeated the Board could possibly hurt themselves.

Jerry Levey called a question.

Motion V-60

The motion to table indefinitely was defeated.

Motion V-61

Judy Mitera moved that the Board accept the by-law change.

Seconded

Motion V-62

Jerry Levey moved the Board limit debate for two minutes - one person speaking for the change and one speaking against the by-law change.

Seconded

Motion V-63

Jerry Levey moved that there be an amendment to motion V-62, that there be as many of those who wish to speak on a one minute basis.

Amendment V-63 died for a lack of a second.

Motion V-62

Voted on and defeated.

Judy Hoy briefly told about the expansion budget.

Jack Wartnick felt that the House and Finance Committee should do a double check on the budget.

Judy Mitera explained that the general budget is made up by House and Finance and that the Program Committee does a re-allocation at the end of each quarter. Feels the Program Committee with a staff member, faculty member and students on the same committee are capable of re-allocating funds.

Jerry Levey was against the change because of the \$600.00 taken out of his committee without his knowing about it.

Jerry Levey called a question.

Judy Mitera and Judy Hoy objected.

Judy Mitera felt the by-law change should be taken care of immediately.

Gloria Davis felt the Program Committee should exercise their duties and re-allocate the funds without the double check of the House and Finance Committee.

Dr. LaBerge pointed out that some time in the future there may be a group who will not look everything over carefully and that there should be a double check by the House and Finance Committee.

Motion V-63

Jerry Levey made a motion to close the discussion.

Seconded

Motion voted on and carried.

Motion V-61

The by-law change was voted on and defeated.

New Business:

- 1) Jerry Levey asked for an explanation of the Board cards and the Chairmen cards.

President Wagnild reported that a Board card permits the Board member to have a guest and the chairmens cards are good for only one person.

- 2) Dr. Zander reported that the SCSA moved on the proposal that the change of admission prices to events held in places other than Northrup Auditorium from the present price of \$1.00 be changed to \$1.50.

Meeting adjourned at 8:00 P.M.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

February 13, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) Introductions
 - 2) Speaker's Policy
 - 3) Priorities
 - 4) Area Descriptions
 - B. Program Committee
 - 1) Co-sponsorships
 - 2) Miscellaneous
 - C. House and Finance Committee
 - 1) Approvals
 - 2) Budget
 - 3) Gopher Hole
 - 4) Thermofax
 - 5) International Calendar
 - 6) International Lounge
 - 7) Pianos
 - D. Public Relations Committee
 - 1)
 - 2)
 - 3)
 - E. Personnel Committee
 - 1) Union Board Council
 - 2) Personnel Bureau
 - 3) Interviews
 - 4) Merit Reception
- III. Old Business
 - 1)
- IV. New Business
 - 1)
- V. Announcements
- VI. Adjournment

dh

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 13, 1963

Members Present:

Sue Berstein, David Bowan, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald Zander

Members Absent:

Marcia Morse, Carolyn Wagnild, Mr. Edwin Braman

Others Present:

Mr. Stanley J. Wenberg, Vice President, Educational Relationships and Development; Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter, Mrs. Donna Harrison, Senior Secretary

The meeting was called to order at Mr. Stanley J. Wenberg's home at 7:55 p.m.

The minutes of the last meeting were corrected as follows:

Paragraph Number two under Program Committee Report should be corrected to read: "On April 26-28 in the Main Ballroom of the Union and other smaller rooms the American-Foreign Students Comm. and International Relations Club will co-sponsor a program entitled "The Model United Nations"."

Motion V-62 was made by Jack Wartnick, not Jerry Levey.

Roger Hauge is put on record as being strongly against the proposed by-law change.

House and Finance Committee Report, number two should read "Judy Hoy reported that she received a letter from a University student . . ."

Minutes stand approved as corrected.

Executive Committee Report

- 1) Introductions will be made later in the meeting.
- 2) President Wagnild stated that Gloria Davis will report on the Speaker Policy. Dittod material containing the position taken by the Minnesota Student Association on the Speaker Policy was distributed. Gloria Davis explained that she felt that the board should pass the following resolution: "The Coffman Union Board of Governors as a primary programming body on campus is very concerned that the selection and presentation of programs be primarily the responsibility of sponsoring organizations. To this end we reaffirm our support of the SCSA Speaker Policy and urge that SCSA and University administrators give careful consideration to the interpretation of this Policy advocated by the Minnesota Student Association Assembly resolution of February 7, 1963." Gloria Davis said that the Union Board of Governors should concur with the position taken by the MSA Assembly regarding the Speaker Policy.

Motion 7-64

Gloria Davis moved that the Union Board of Governors endorse the MSA stand on the Speaker Policy by passing the above resolution.

Seconded.

Dr. Zander felt that the Union Board of Governors certainly should take an interest in this Speaker Policy since the Union is a primary programming unit on campus.

Jerry Levey spoke out against accepting the resolution.

Judy Hoy stated that the Union Board is concerned with this problem because of the fact that next year's board might not know what stand the previous board has taken in regard to the Speaker Policy. By endorsing the stand of the MSA Assembly, the Union Board is reaffirming their position in this matter, and it is important that their position be stated.

Dr. Zander was in favor of thinking through and discussing this matter thoroughly before any action is taken. Dr. Zander explained the position of another group on campus in relationship to the position the MSA Assembly has taken.

Gloria Davis explained that what the Union Board will be doing by adopting this resolution will be urging a more liberal interpretation of the Speaker Policy.

Motion carried.

3) President Wagnild explained that at the last board meeting, one of the conclusions reached was that the board is trying to handle too many problems at the same time. The Executive Committee is working on a list of priority matters to be taken care of. Any additions or suggestions for this list are welcome.

The Executive Committee as a whole will be presenting policy changes for the different committees, since they haven't been reviewed for a long period of time.

4) President Wagnild asked that each board member turn in area descriptions to her by February 27th. The function, purpose and goals of each committee should be included in these area descriptions. This material will be used for a booklet to be given to new board members and to be taken to the Big Ten Conference.

5) President Wagnild read to the board the list of events taking place during the "Minnesota Symposium" sponsored by MSA and WCCO with the Department of Concerts and Lectures.

Program Committee Report

1) Judy Hoy reported that the following co-sponsorship was approved by the Program Committee: A series of programs for "Brotherhood Week" - The Indian in Minnesota will be held in the Main Ballroom from February 18 to 21 from 11:30 to 1:30 p.m. sponsored by the Noon Programs Committee.

2) Jack Wartnick reported on the Ski Train held on February 2 and 3, 1963. Jack said that everything went well and the participants seemed to enjoy their trip. The final figures on profit or loss have not yet been computed.

Jack Wartnick reported that there are many tournaments planned in the Recreation area.

Judy Hoy announced that the Program Committee will be working in conjunction with the Graduate Committee in programming for the Graduate Commons room.

Gloria Davis announced that the Graduate Committee will be sponsoring a program on February 20, 1963.

Judy Hoy announced that a Poster Clinic will be held in the Art Craft Studio beginning at 2:30 p.m. on February 19th, 1963. Board members should urge their committee chairmen to attend this poster clinic.

House and Finance Committee Report

1) Judy Mitera reported for Sue Bernstein. The House and Finance Committee has approved a request from the Wesley Foundation to hold a book drive on February 17 through 21, 1963. Boxes for book collection will be placed in the foyer and on the ground floor.

2) Judy Mitera reported that the House and Finance Committee reviewed the budget at their last meeting. She distributed copies of the budget to the board members and explained various points.

Mr. Wenberg inquired as to what the reason is for the increased programming income and increased expenses for the Village Union. The Village Union has increased their programming compared with last year at this time.

3) Judy explained that for the past week some of the board members have gone down to the Gopher Hole to check on anyone playing cards. Cards are collected and turned in to Mr. Getchell's office since card playing is not allowed in the Gopher Hole.

The juke box in the Gopher Hole is going to be moved to the far end of the room to make space for a dancing area and provide for better acoustics. Judy explained that no profit has as yet been made by providing this service.

There was a short discussion regarding gambling in the Union. The general opinion was that any gambling not done in the open is hard to detect and the house rules are being followed.

4) Judy Mitera reported that the thermofax machine on the ground floor has been servicing between 100 and 150 students each week. The House and Finance Committee recommends that this machine be kept unless its use in the building violates a University policy.

Mr. Starr stated that this machine is providing a service to the students and should be kept in use. He explained that there is a University policy regarding all business enterprises, services and activities on this campus. This policy states that only those business enterprises, services, and activities operated by the University are permitted.

It was felt that since this machine is providing a service to students which can not be provided by the University, the university policy is not being violated.

5) Judy Mitera reported that the House and Finance Committee approved the policy for the International Calendar. Gloria Davis explained this policy in detail. This calendar will be a glass enclosed case and the cost to the Union will be no more than \$75.00. The policy on the use of this calendar will be included in the House Rules. This calendar is designed to avoid the duplication of programs by various organizations.

6) Judy Mitera reported that the House and Finance Committee feels that there was no need to change the name of the International Lounge. It was suggested by the House and Finance Committee that partitions be placed at both ends of the second floor to define the area of the Lounge. This suggestion is being worked on by the House and Finance Committee.

Sue Bernstein pointed out that Judy Hoy had sent a letter to the editor of the Daily regarding the International Lounge.

Mr. Starr felt that this was a good idea, but all letters of this kind representing the opinion of the Union Board of Governors should be examined by the Executive Committee, which was done in this case.

7) Judy reported that many complaints have been received regarding the loud piano playing in the Lounges, especially the Main Lounge. The piano in the Main Lounge will be moved to a different area of the room. Signs will be placed on the pianos asking the students to keep their piano playing soft so that others will not be disturbed.

Public Relations Committee Report

1) There was no further report on the "State of the Union" page.

2) Roger Hauge reported that the Speakers Bureau now has a chairman. A plan for next year is being devised. Research is being conducted to find out what various campus groups would like to know about the Union. A campaign will be started in the Spring to interest campus groups in next year's activities.

3) Roger Hauge stated that he would like to have the publicity handbook condensed to be contained in the committee handbook.

4) There was discussion concerning Roger Hauge's suggestion to have a specialist in Personnel and Public Relations as part of the Union staff to provide continuity for these two areas. The work load and funds available determine how many program consultants are hired.

Dr. LaBerge felt that hiring a specialist in these fields would help to get more people into the Union through better advertising.

Mr. Starr felt that the Program Consultants should have a broad background to be able to handle the many different areas here in the Union. He also felt that there was a need for more program consultants.

Personnel Committee Report

1) Pat Meacham reported that the Union Board Council is planning to travel to Owatonna State School for the Mentally retarded. An invitation is extended to the board members to attend the carnival which will be put on at the school by UBC.

2) The Personnel Bureau will be placing an ad in the Daily once a week advertising the need for committee chairmen. Pat should be notified of any chairmanship vacancies as soon as they occur.

3) Pat Meacham announced that interviews will be held every Wednesday at 3:30 p.m. It is the area directors responsibility to get completed applications to Allyn Ulseth so that the people may be contacted for their interview.

4) David Bowen reported on the Merit Reception to be held May 14, 1963. This reception will probably be limited to 300 people. Good progress is being made toward the completion of arrangements for this reception.

5) Pat reported that the committee handbook is nearly complete and ready to be printed.

6) Pat Meacham stated that the Personnel Committee has approved Floyd Ross as chairman of the Citizen's Series Committee. She read his qualifications.

An objection was raised as to this approval.

Motion V-65

Gloria Davis moved that Floyd Ross be approved as chairman of the Citizen's Series Committee.

Seconded.

Motion V-66

It was moved that Motion V-65 be tabled.

Motion seconded and carried.

Judy Roy explained that the Citizen's Series is a new committee. The committee could prove to be a valuable aid in the union programming.

Pat Meacham reported that Mike Rader was approved as chairman of the Speakers Bureau. She gave his qualifications. This appointment was approved.

5) Gloria Davis gave a progress report on the Liaison Committee. This committee has had two meetings. The next meeting will be at 3:30 p.m. February 14, 1963 with Mr. Harold Smith, Director of the Coffman Union Bookstore.

Old Business None

New Business

1) Bruce Hanson recommended that the fountain area in the Village Union be replaced by vending machines. This matter was referred to the House and Finance Committee.

Announcements

1) Jerry Levey reminded the board members that the Smothers Brothers will be performing two forty-five minute shows in the Main Ballroom on February 15, 1963. He encouraged all board members to attend this event. The new record release by the Smothers Brothers at this dance.

Meeting adjourned at 9:55 p.m.

Respectfully submitted,

Gordon L. Starr

GLS:dh

UNIVERSITY OF MINNESOTA
Department of Student Unions
Coffman Memorial Union

Summary of Income & Expenditures

July 1, 1962 through December 31, 1962

Schedule I

	1962-63	1961-62
<u>Income</u>		
Student Fees	168,563.40	153,272.48
Rental Service	3,641.04	9,023.22
Program Admissions	13,788.10	15,457.57
Artcraft Studio	1,692.52	1,792.40
Billiard Room		
Billiards	10,421.45	8,792.47
Merchandise	33,566.93	26,196.67
Bowling Lanes		
Bowling Fees	23,675.19	23,443.79
Merchandise	4,853.35	5,561.20
Village Union		
Admin & Program	1,439.27	905.20
Fountain	3,991.68	3,141.57
Total Income	265,632.93	247,586.57
<u>Expense</u>		
Administration		
Salaries	33,987.89	30,149.55
Supplies & Expense	8,948.41	9,418.18
Program		
Salaries	20,383.96	19,763.97
Supplies & Expense	15,214.15	22,082.87
Maintenance		
Salaries	43,745.84	40,008.26
Supplies & Expense	23,306.45	28,522.89
Artcraft Studio		
Salaries	5,047.52	5,014.94
Supplies & Expense	2,625.25	1,492.90
Billiards		
Salaries	7,649.39	7,093.37
Supplies & Expense	27,116.79	22,289.26
Bowling Lanes		
Salaries	12,118.25	11,847.31
Supplies & Expense	14,426.51	12,206.21
Village Union (Admin, Main & Prog)		
Salaries	3,298.91	3,055.59
Supplies & Expense	2,456.75	2,189.44
Village Union (Fountain)		
Salaries	2,135.01	1,724.69
Supplies & Expense	4,210.26	3,881.64
Total Expense	226,671.34	220,741.07
Net Balance	38,861.59	26,845.50
St. Paul Student Center Loan	-16,030.38	-16,030.38
* Net Operation Balance	22,831.21	10,815.12

* This does not include \$61,289 which should be put away annually for renovation.

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

February 20, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1) Excuses
 - 2) Standing Committee Change
 - 3) University I. D. Card Committee
 - 4) Area Descriptions
 - 5) Work To Be Done This Year!!!
 - B. Program Committee Agenda
 - 1) Co-sponsorships
 - 2) Discussion
 - 3)
 - 4)
 - C. House and Finance Committee Agenda
 - 1) Approval (non)
 - 2) Traffic Survey
 - 3) House Rules
 - D. Public Relations Committee Agenda
 - 1) Information Handbook
 - 2) Brochure
 - 3) Old State of the Union
 - 4)
 - E. Personnel Committee Agenda
 - 1) U.B.C.
 - 2) Personnel Bureau
 - 3) Interviews
 - 4) Merit
- III. Old Business
 - 1)
- IV. New Business
 - 1)
- V. Announcements
- VI. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 20, 1963

Members Present:

Sue Bernstein, David Bowen, Gloria Davis, Bruce Hanaon, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Professor Frank Buckley, Mr. Gordon L. Starr, Dr. Donald Zander, Mr. Edwin Braman.

Members Absent:

Jack Wartnick, Dr. David LaBerge, Mr. Walfred Pedersen.

Others Present:

Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-Steno.

The meeting was called to order in Room 346 of Coffman Memorial Union at 6:00 p.m.

The minutes of the last meeting were corrected as follows:

Motion V-65 should be stated "It was moved that Floyd Ross be approved as chairman of the Citizen's Series Committee".

Under the Personnel Committee Report, Item 5, the minutes should read, "On February 14, 1963, the Food Liaison Committee met with Mr. James Felber and on March 6, 1963 the Committee will meet with Mr. Harold Smith."

Minutes stand approved as corrected.

Executive Committee Report:

- 1) President Wagnild announced that Dave Bowen, Marcia Morse and Carolyn Wagnild had unexcused absences from the last two meetings.
- 2) President Wagnild reported that the University has an I. D. Card Committee and that they are working on plans for the new card. Mr. Gordon Starr has been representing the Union. Sue Bernstein will be representing the Board on the Committee.
- 3) President Wagnild announced that as of this date Jerry Levey is a member of the House and Finance Standing Committee and Judy Mitera is a member of the Public Relations Standing Committee.
- 4) President Wagnild requested area descriptions for the Big Ten Conference. She would like to have them signed if the chairmen are doing them and she would like them to be typed or clearly handwritten.
- 5) President Wagnild called the Board's attention to a sheet in their folders entitled "Plans". The sheet has, listed in priority, all of the work to be done this year (completed by May 8, 1963) by the Board.

President Wagnild announced that the Spring Calendar will be ready next week.

Program Committee Reports:

- 1) Judy Hoy announced that on March 1, 1963, from 9 p.m. to 1 a.m. in the Coffman Memorial Union Main Ballroom, the Air Force ROTC Singing Squadron and the Variety Dance Committee will sponsor a dance featuring the Harry Strobel Orchestra.
- 2) Judy Hoy announced that on February 20 the programming structure of the Union Committees were discussed. It was felt that there were too many big chiefs and not enough little indians.

Judy reported that the program committee approved that outings equipment be changed from the Program Consultants to the Art-craft Studio. This will be better for renting the equipment, as the studio is open until 10:00 p.m.

House and Finance Committee Report:

- 1) The House and Finance Committee did not approve a request from the Union Jazz Workshop to move the Herman-Miller chairs from the Gopher Hole to the Main Ballroom for the Don Shirley Concert on March 8. The Committee felt it was too much of a work load on the custodians.

Gloria Davis felt that the chairs were bought to make the audience more comfortable and that they should be used for the concert.

Sue Bernstein explained that there would be a 3:00 luncheon the day of the concert and a dance the next day and that there would be too much to clean up on the part of the custodians.

Bruce Hanson agreed with Gloria Davis and felt the chairs could be moved to the Main Ballroom without too much trouble.

Sue Bernstein pointed out that it is not the question of moving the chairs, but the fact that the ballroom must be cleaned later.

Mr. Starr reported that he was in favor of having the chairs for the concert, but after talking with Dick Getchell, who pointed out the labor problem on the weekend, he felt it was not favorable to move the chairs at this time.

Gloria Davis questioned the idea of hiring student help.

Mr. Starr reported that it is hard to get help for a Saturday or Sunday.

- 2) Mr. Starr congratulated the Board on going ahead with the traffic survey and gave a brief summary of the traffic survey. Mr. Starr reported that

interviews were taken and the survey took place on January 30 and January 31 from 7:30 in the morning until 10:00 at night. In 1955 11,582 was recorded as an average of people using the Union and in 1957 there were almost 12,000. On January 30, 1963 (Wednesday) there were 15,403 using the building and on January 31, 1963 (Thursday) there were 13,400. Mr. Starr reported that the Union is the most-used building on campus. He reported that the peak period is from 11:00 to 2:00 p.m. and he felt the survey will be highly worthwhile in terms of programming and planning. Mr. Starr congratulated Miss Meta Maneks and Alpha Phi Omega for the good work done. Copies will be placed in the folders as there is information which can help all phases of the Union.

- 3) Sue Bernstein reported that next week the House and Finance Committee will work on revising the house rules. They will make the necessary changes where they feel they are justified. She requested that those who have suggestions leave a note in her box or talk with her.

Public Relations Report:

- 1) Roger Hauge showed a copy of the House Rules from Coffman Memorial Union to the Board. Roger then read the Ohio Union's Handbook and compared the two books. When the House and Finance Committee revises the House Rules, the House Rules Booklet will also be revised. It will include a welcome from the Director and information such as construction, cost, room description, rental charges, food services and other services. Roger reported that approximately 100 copies will constantly be on the front desk and that some copies will be mailed out.
- 2) Roger announced that the Public Relations Committee will work with Mr. Ted Smythe on revision of the Union brochure. The new brochure will be very broad and include more than the previous one.
- 3) Roger reported that because the Public Relations Committee was dissatisfied with the State Of The Union page in the Daily that the cost will be reduced considerably on the next State Of The Union page.

Personnel Committee Report:

- 1) Pat Meacham reported that last Sunday the Union Board Council went to Owatanna State School and put on a carnival and participated in a basketball team of which the Owatanna State School team won. The experience was their social service project for the quarter.
- 2) Pat reminded the Board that rosters must be made up for the winter quarter soon.
- 3) Pat reported that the Personnel Standing Committee approved Larry Sargent as the chairman of the Citizen's Series Committee. Pat then gave Larry's qualifications.

- 4) Dave Bowen reported that a speaker has been chosen for the Merit Banquet. The speaker will be a previous board member - Mr. Metzold who works for the Farmers and Mechanics Bank as a personnel manager. Dave reported that there will probably be a string quartet and that Carolyn Wagnild is working on the invitations and the food. There will be approximately 250 - 300 people at the banquet.

Marcia Morse reported that she went to a Union Board Council meeting and found that they didn't know the parliamentary procedure well. She felt they needed more emphasis on leadership training.

Bruce Hanson reported that he attended the February 19, 1963 meeting and that there were representatives from the Greek System and he found the program very interesting.

Pat Meacham reported that Dave Bowen will attend the February 26 Union Board Council meeting and Carolyn Wagnild and Judy Hoy will attend their March 5 meeting. Pat requested that these board members do an evaluation after attending the meetings.

Mr. Starr reported that one Union Board Council member attended a Board meeting and found the parliamentary procedure used excellently.

Roger Hauge reported that one Union Board Council member brought a cardboard chart with the most used parliamentary rules on it for the UBC meetings.

Old Business:

- 1) Gloria Davis reported that the Liaison Committee meeting was very successful. She reported that now the rope is down during the dinner hour in the cafeteria.

Professor Buckley reported that Gloria handled the whole meeting with tact and that there was constructive criticism.

New Business:

- 1) Roger Hauge reported that the next meeting will be at the Village Union next Wednesday, February 27, 1963.

President Wagnild announced that the Board will meet at 6:00 next Wednesday in the Union and then leave for the Village Union. The purpose of the meeting there is to give the Board a chance to see the Village Union.

Announcements:

- 1) Professor Buckley reported that the Graduate Meeting on February 20 went off very well. There was a very interesting documentary film. He did complain that the projector was poor, but that everything else was fine.
- 2) Judy Hoy reported that the Chairmen's Cabinet will be meeting in the Men's Lounge on February 21, 1963 at 3:30. She felt the board members should urge their chairmen to attend the meeting. The program will concern organization.
- 3) Judy Mitere reported that the Fine Arts Committee is going on a tour of the Premier Gallery on March 4.
- 4) Bruce Hanson reminded the Board of the Don Shirley Trio Concert which will

(5)

be on March 8, 1963 in the Union.

- 5) Ted Kaul reported that the first part of the Region Seven Tournament was held last Friday and Saturday. The Bowling Team came in sixth place and the Captain, Dale Hanson, finished third. The Chess Team did fairly well (four players were sent).

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

February 27, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 1. Introductions
 2. Appointment Committee
 3. Spring Quarter Calendar
 4. Area Descriptions
 5. Recommendation
 - B. Program Committee Agenda
 1. Co-sponsorships
 2. Chairman Cabinet
 3. Policy Manual
 - 4.
 - C. House and Finance Committee Agenda
 1. House Rules
 - 2.
 - 3.
 - D. Public Relations Committee Agenda
 1. Tower Ad
 2. St. of the Union
 - 3.
 - 4.
 - E. Personnel Committee Agenda
 1. ~~Herit~~ March 13
 2. Spring Board Retreat
 3. ~~Interview~~ Resignation
 4. ~~Resignation~~ Interview
- III. Old Business
 - 1.
- IV. New Business
 - 1.
- V. Announcements
- VI. Adjournment

dh

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of February 27, 1963

Members Present:

Sue Bernstein, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Dr. Donald Zander, Mr. Edwin Braman.

Members Absent:

David Eowen, Dr. David LaBerge

Others Present:

Mr. Howard Greenseth, University of Arizona; Miss Meta Maneks, Administrative Fellow; Mr. J. Bradford Seabury, Village Union Manager; Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Miss Sally West, Single Swing; Mr. Jim Bromley, Union Board Council; Mrs. Marsha Blumberg, Clerk-steno.

The meeting was called to order in the lounge of the Village Union at 7:45 p.m.

The minutes of the last meeting were approved as read.

Executive Committee Report:

- 1) President Wagnild introduced everyone present at the meeting.
- 2) President Wagnild reported about the Appointments Committee which appoints the board members for next year. This committee is made up of two members of the board, a representative of MSA, a representative chosen by Dean Williamson and a representative chosen by Vice President Wenberg.

The board representatives are President Kathy Wagnild and Pat Meacham.

- 3) President Wagnild called the board's attention to the tentative spring calendar in their folders. She reported that possibly the USOG filings will close at noon on April 10 instead of 5:00.
- 4) President Wagnild reported that only three area descriptions have been turned in and she requested that they be turned in as soon as possible as the Big Ten Conference is March 29 and the material must be ready before that date.
- 5) President Wagnild reported that the Executive Committee discussed the idea of hiring a person with public relations experience to act as a program staff member in the public relations and personnel areas.
- 6) President Wagnild brought attention to the copies of the traffic survey and comments in the folders.

Program Committee Report:

- 1) Judy Hoy reported that the Young Democrats and the Young Americans for

freedom will co-sponsor a debate on the topic, "Resolved, That Red China Should be Admitted to the U.N.". The Affirmative are YDFL and the Negative are YAF. This will be on March 7, 1963 at 12:30 in the Main Ballroom.

On March 8, 1963 in the Main Ballroom the Union Jazz Workshop and the Department of Concerts and Lectures will co-sponsor a program with the Don Shirley Trio.

On February 28, 1963 at 3:30 in the Men's Lounge, Students for Guthrie and the UBOG Creative Society will co-sponsor a coffee hour for Sir Tyrone Guthrie and George Grizzard (who will star in the Guthrie Theatre's opening production of Hamlet).

- 2) Judy Hoy reported that on February 28, 1963 the Chairmen's Cabinet will take over room 346 in Coffman Memorial Union for a meeting. Mr. Dick Gatchell will speak on "Assuming Responsibility". Judy urged the area directors to urge their chairmen to attend.
- 3) Judy reported that the Program Committee discussed the policy manual. It will be revised and will include program policies, house rules, policies concerning decorations and etc. All forms will be incorporated in this booklet, as well as area descriptions.

House and Finance Committee Report:

- 1) Sue Bernstein reported that the House and Finance Committee has started to revise the house rules: Section one and section 2 are completed. This week they will work on section 3. The committee hopes the house rules will be completely done early next quarter. Sue requested that those with suggestions see her or leave a note in her box.

Mr. Starr reported that he and Mr. Willey, Academic Vice President, took a tour of the Union and found every room in use and all of the students in good behavior. He did find, however, fourteen card games in the Gopher Hole. Mr. Starr felt this was an unsolved situation and feels there should be some solution as to handling this problem.

President Wagnild reported that Roger Hauge, Jerry Levey and Jack Wartznick have been taking cards away from students and having them get them in room 227. She felt that other board members should take this upon themselves and take the cards away.

Sue Bernstein reported that the card playing policy is not complete in the house rules and there will be more discussion about possible solutions.

Jim Bronley felt that taking cards away is not solving the problem. He felt that many students do not know about the policy of 'no card playing in the Gopher Hole or any other unsupervised area of the union'. He felt that an article should be in the Daily about the problem of card playing in the Gopher Hole so the students will all know the policy.

Bruce Hanson reported that he didn't relish the idea of taking the students' cards away and thought there should be more signs.

Gloria Davis felt that the staff should go to the Gopher Hole and ask for the cards, as it is rather unbecoming to the Board to do this task.

Judy Hoy felt that the Board's responsibility is to take the cards away, as they make the rules and should be the ones to enforce them.

Gloria Davis felt there should be some other solution than taking the cards away from students.

Bruce Hanson felt the University Police should enforce this rule.

Mr. Starr reported that the University Police enforce University rules and not the Coffman house rules, and card playing is a house rule.

Sally West reported that at other universities card playing is allowed in all rooms, and that maybe the students don't know about the policy.

Jack Wartnick felt that the Board doesn't have the right to relieve anyone of their private property, such as cards.

President Wagnild passed her gavel to Vice President Judy Hoy and said she felt that enforcement of the rules made by the board is the responsibility of the board. She said that there is no one solution to the problem and we should work from many directions. She would also like to see a crash program in the Gopher Hole kept up by staff, board members and chairmen so the students would realize the no card playing rule.

Roger Hauge reported that ten more signs were put in the Gopher Hole so the students couldn't say, "they didn't see the sign."

Judy Mitera felt that cards should be taken away as nothing is accomplished by telling the students not to play cards.

President Wagnild felt that publicizing the problem would be a good idea.

Vice President Hoy passed the gavel back to President Wagnild and said she would like something about the card playing rule in the State Of The Union page.

President Wagnild felt that the House and Finance Committee should handle the problem.

Public Relations Report:

- 1) Roger Hauge showed a rough copy of the next Tower Ad, which will stress "Education in the Union".
- 2) Roger reported that the next State of The Union page will be March 6, 1963. He reported that he has several stories and the page will feature the UEC picture.

-4-

More discussion followed as to putting the problem of card playing in the State of The Union page.

Personnel Committee Report:

- 1) Pat Meacham reminded the board that on March 13 evaluations, history files and rosters are due for this quarter.
- 2) Pat reported that May 11 at Roger Hauge's "estate" there will be a dinner for all of the board members and the staff.
- 3) Pat reported that Jerry Levey relieved his Single Swing Chairman of her duties according to the constitution.

Discussion giving various views followed regarding the Single Swing Committee.

Jerry Levey cited the by-law provision for relieving a chairman.

- 4) Pat reported that the Personnel Standing Committee appointed Ruth Erickson as Chairman of the Ad Agency and James Uttley Chairman of Single Swing.

Old Business: None

New Business:

- 1) President Wagnild reported a request from Macalester to sell tickets in the ticket booth for the Dave Brubeck program on March 15, 1963.

Bruce Hanson remarked that publicity for the Dave Brubeck program would conflict with the Don Shirley Trio planned for March 8, 1963.

President Wagnild reported that there is a general University policy that non-University groups cannot publicize or promote in the union on campus.

Motion V-67

Judy Hoy moved that the Board approve Macalester's request to use the ticket booth.

Seconded.

Motion voted on and defeated.

Announcements:

- 1) President Wagnild announced that since the weather has been warmer, the Graduate Commons Room has had better attendance.
- 2) President Wagnild reported that there is only one more meeting left before finals.
- 3) President Wagnild thanked Mr. J. Bradford Seabury for his courtesies and extended an invitation to the Village Union Board to have a meeting at the Coffman Memorial Union.

Meeting Adjourned at 9:10 p.m.

Respectfully Submitted, Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

March 6, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1. Excuses
 - 2. Spring Elections
 - 3. Schedules
 - 4. Recommendations for Faculty Members
 - 5. Announcements
 - B. Program Committee Agenda
 - 1. Co-sponsorships
 - 2. Chairman Cabinet
 - 3. Budget
 - 4. Citizen Series
 - C. House and Finance Committee Agenda
 - 1. Approval
 - 2. Class Schedules
 - D. Public Relations Committee Agenda
 - 1. State of the Union
 - 2. President's Reception
 - 3.
 - 4.
 - E. Personnel Committee Agenda
 - 1. U.B.C.
 - 2. Spring Elections
 - 3. Board Applicant Workshop
 - 4. Spring Board Retreat
 - 5. Merit
 - 6. Interviews
 - 7. Rosters, Evaluations, History Files
- III. Old Business
 - 1.
- IV. New Business
 - 1.
- V. Announcements
- VI. Adjournment

nb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of March 6, 1963

Members Present:

David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon L. Starr, Mr. Edwin Braman.

Members Absent:

Sue Bernstein, Dr. Donald Zander.

Others Present:

Mr. Ted Kaul, Program Director; Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-Stenographer.

The meeting was called to order in room 346 of Coffman Memorial Union at 6:30 p.m.

The minutes of the last meeting were approved as read.

Executive Committee Report:

- 1) President Wagnild announced that Mr. Pedersen was excused from the last meeting and Dr. LaBerge was excused from the last two meetings because of illness.
- 2) President Wagnild and Pat Meacham are planning and organizing applications for appointing the new board members. President Wagnild urged the board members to encourage their good chairmen to apply for board membership. Anyone who pays the Union fee can run for the board and meets academic requirements.
- 3) The board members were asked to write down their spring schedule so the Personnel Committee would know who can be in the Union Board Office to give out information and ask questions for new board applicants during the first two weeks of spring quarter.
- 4) President Wagnild reported that next quarter union board memberships expire for Dr. LaBerge and Mr. Pedersen. Vice President Wenberg will appoint the new faculty members. President Wagnild asked the board for suggestions, as Mr. Starr can submit a list to Vice President Wenberg.
- 5) Mr. Ted Kaul and Mr. Gordon Starr will be attending the A.C.U. Conference on March 10, 1963. Mr. Starr will speak at the conference.

Program Committee Reports:

- 1) Judy Hoy reported the following co-sponsorships:
 - a) Focus - Union Board of Governors and Protestants and Other Americans United for the Separation of Church and State (POAU) will co-sponsor Mr. Glenn L. Archer who will speak on "Public Money for Parochial Buses - Taxation Without Representation". This will be in the Main Ballroom of Coffman Union.
 - b) Department of Concerts and Lectures and the Humanities Department - Focus will co-sponsor films on Tolstoi and his age. There will be no admission and the program will be in the Northrup Auditorium.

2) The Chairman Cabinet met in Room 346 of Coffman Union last Thursday, February 28, 1963. There was a very small group and they were able to get down to some specific problems. The next meeting will be the first Thursday of spring quarter. Judy Hoy urged the board members to encourage their chairman to attend the meeting.

3) Judy Hoy reminded the board that their budget requests should be turned in soon. Unless a request has been received, the Program Committee will use its discretion in using the budget.

4) Judy Hoy reported that the Citizens Series Committee will be put into effect the first week of spring quarter. It appears to be one of the most active committees and a very worthwhile one. A description of the purpose, co-sponsorship and committee membership of the Citizens Series was presented to the board.

Gloria Davis reported that the reason this was brought to the board is that it's requested that this be endorsed by the board: This is ex-officio with a vote.

Motion V-68

Judy Hoy moved that the board accept the proposal for the Citizen Series Committee and approve it.

Seconded.

Mr. Starr questioned the difference between the Focus Committee and the Citizen Series Committee.

Gloria Davis reported that the Focus Committee will be somewhat narrowed and their purpose will be to focus on other issues rather than politics, and the Citizen Series Committee will put their attention and emphasis on speakers.

Motion V-68

Voted on and passed.

House and Finance Committee Report:

Marcia Morse reported that the house rules are not yet completed, but progress has been made.

1) The House and Finance Committee approved a request from the American-Foreign Students Committee to serve coffee in the International Lounge.

2) Jerry Levey reported that some tile will be replaced in front of the elevators on both sides during the vacation between quarters. The molding for the third floor is also expected to be installed.

3) President Wagnild reported that the Gopher Hole was discussed. One solution discussed was to have supervision in the Gopher Hole, as there is in the Game Room) so there may be card playing there.

Public Relations Committee Report:

1) Roger Hauge reported that the State Of The Union page will be a day late and will appear on March 7, 1963 in the Minnesota Daily.

2) Roger passed a list around asking for hosts and hostesses for the President's Reception which will be on March 23, 1963, at 8:30 p.m. in the Coffman Memorial Union Main Ballroom.

Personnel Committee Report:

- 1) Pat Meacham requested that if the board knows an outstanding Union Board Council member that they should tell them about the board and encourage them to apply.
- 2) Pat reported that the most important time to have someone in the Union Board Office would be after 2:30 p.m. and during the lunch hours for the first two weeks of spring quarter.
- 3) The Board Applicant Workshop application will be revised so that the one applying will know exactly what to put on the application.
- 4) Pat Meacham requested ideas for the Spring Board Retreat.
- 5) Dave Bowen reported that the Merit Reception Banquet is all prepared. It will be on May 14, 1963 and will start at approximately 6:00 p.m. and end approximately 8:00 p.m. so it will not conflict with the opera that night. Mr. Tom Metzhold, Director of Personnel at Farmers and Mechanics Bank, will be speaker for the banquet.
- 6) Jack Wartnick reported that there will be no more interviews this quarter. He requested that if a chairman resigns that the Personnel Standing Committee be informed.
- 7) Pat Meacham reported that rosters and evaluations will be due March 13 and history files will be due on April 5.
- 8) The Board gave Sue Bernstein their best wishes and congratulations on her engagement.

Old Business:

- 1) Judy Mitera asked for some information regarding the Creative Arts Festival.

Carolyn Wagnild reported that the festival will have the theme of "The Theater". Since the committee is starting from scratch, they have a lot of work ahead of them. The new Chairman, James Dillon, is working very hard on programming. Hopefully there will be a brochure out before the first part of April (before the Creative Arts Festival). Every area is included in the festival and the committees are now being contacted for their ideas.

- 2) Mr. Starr inquired about the Unithon.

David Bowen reported that there will be a Unithon on April 5, 1963. There will be a program and a dance. Almost every area of the Union will be covered in the program. There will possibly be a fifty-cent charge. Hopefully everything will be taken care of soon.

New Business: None

Announcements:

1) Bruce Hanson reminded the board of the forthcoming Don Shirley Trio Concert on Friday, March 8, 1963 at 8:30 p.m. in the Coffman Memorial Union Main Ballroom. The admission is \$1.50. Two-hundred tickets have already been sold.

Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

April 3, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1. Excuses
 - 2. Big Ten Conference
 - 3. Parking
 - 4. Meetings
 - 5. Announcements
 - B. ~~Program/Committee/Agenda~~ Public Relations
 - 1. Gopher
 - 2. New Film
 - 3. Display Case
 - 4. Tower Ad
 - 5. Roberts rules of Order
 - 6. State of the Union
 - C. House and Finance Committee Agenda
 - 1.
 - 2.
 - 3.
 - 4.
 - D. ~~Public Relations/Committee/Agenda~~ Program Committee
 - 1. Budget
 - 2. Chairman Cabinet
 - 3. Co-sponsorships
 - 4. Creation
 - 5. C. A. F.
 - 6. Spring Program
 - 7. Program Committee Meeting
 - E. Personnel Committee Agenda
 - 1.
 - 2.
 - 3.
 - 4.
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 3, 1963

Members Present: David Bowman, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Mr. Walfred Pedersen, Dr. Donald Zander, Mr. Edwin Braman.

Members Absent: Sue Barstein, Mr. Gordon L. Starr.

Others Present: Ted Kaul, Program Director; Doug Wascow, Program Consultant for West Bank; Mary Ann Hall, Daily Reporter; Scott Wilson, Alumni Board Member; Al Bernard, Union Jazz Workshop; Marsha Blumberg, Clerk-stenographer.

The meeting was called to order in Room 346 of Coffman Memorial Union at 7:05 p.m.

The minutes of the last meeting were approved as read.

Executive Committee Report:

- 1) Dr. Zander was reported excused from the last meeting of Winter Quarter.
- 2) Introductions were made.
- 3) President Wagnild, Judy Hoy and Roger Hauge attended the Big Ten conference with Dick Gatchell, Assistant Director. An evaluation of the conference will be presented to the Board next week.
- 4) Board members should contact Mrs. Denna Harrison to sign up for parking on Wednesday evening.
- 5) The executive Committee meeting will be on Tuesday, 4:30 p.m.
- 6) Mr. Gordon L. Starr is now attending the National Recreation Association Great Lakes District Conference and he will later attend the American Recreation Association Conference.

Public Relations Committee Report:

- 1) Proofs for the Gopher did not turn out well, therefore Ted Smythe, Administrative Fellow, and Roger Hauge found others in the files.
- 2) There are two films about the Union: One has been found and the other is still being traced. If they are not good, or cannot be found, reprints will have to be made of them.
- 3) Reservations for the deep display case next to the board pictures on the main floor should be made with either Louise Moberly or Sally West.
- 4) The Tower Ad is coming out on Monday, April 8, 1963. It will be about the cultural area.
- 5) The Public Relations meeting will be at 3:00 p.m. on Tuesday.
- 6) Roger Hauge brought up the question as to the worth of the State Of The Union page.

Jerry Levey felt it was a good idea.

A straw vote was taken and only Dave Bowen objected to the page. He felt it was foolish not to take advantage of the free publicity of the Union programs by submitting an article to the Daily.

It was pointed out that the State Of The Union page is for special articles, such as the last one written by President Wagnild.

House and Finance Committee Report:

1) The House and Finance Committee is working on something concrete as to what type of recreation the Gopher Hole should be used for.

2) The Committee is looking into parking contracts for the members.

3) The Committee has been working on the idea of buying a new piano.

Bruce Hansen reported that the Don Shirley Concert was a success, but the piano used for it was definitely not a help.

Al Bernard quoted prices for fixing the piano in the Main Ballroom and buying a new grand piano.

Judy Mittra felt the Fine Arts Lounge (when completed) should have a new or used piano.

President Wagnild referred this matter to the House and Finance Committee.

4) Dick Gatchell is now handling requests for office space.

Personnel Committee Report:

1) The Personnel Standing Committee approved Roger Novak as the Chairman of the Variety Dance Committee.

Program Committee Report:

1) The budget will be ready next week.

2) The Chairman Cabinet meeting will be on Thursday, April 4, 1963 at 3:30 p.m. in Room 343.

3) The American-Foreign Students and the International Student Council will co-sponsor a program for Sunday, April 7, 1963.

4) There is a new committee - MACAS - Minnesota All College Art Show.

5) The Creative Arts Festival starts Sunday, April 7, 1963 and runs through Friday, April 12, 1963. There will be a banner in front of the Union and across from the co-op. Posters will be on the mall on Monday, April 8. There will be a four page ad in the Towar and a story in the Daily. The display case will be finished soon.

- 6) Judy Hoy mentioned that spring is a good time to have programs outside.
- 7) The Program Committee meeting is 4:30 on Wednesday in Room 343 or 231.
- 8) Dave Bowen reported about the Unithen.

(Addition to Item 3) The American-Foreign Students and the Ukranian Student Association will co-sponsor a program April 20 in the Main Ballroom featuring singing and dancing.

Old Business:

- 1) Judy Hoy and Roger Hauge reported that the booklets, forms, and etc. are almost completed.

New Business: None

Announcements:

- 1) Wednesday is the last day to apply for board membership.
- 2) A reminder of the International Student Council and American-Foreign Students program this Sunday, with a dinner from 12:00 - 6:00 p.m.
- 3) Jack Wartnick has been made a R.O.T.C. Squad Leader.
- 4) The new name of the Single Swing Dance is MIWEDAH (Mid Week Dance)
- 5) There is a new dance instructor for Wednesday night dance instruction.

Adjournment 8:05 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

April 10, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Agenda
 - 1. Excuses
 - 2. Appointment Committee
 - 3. Office
 - 4. M.S.A. Report
 - 5. A.C.U. Report
 - B. Program Committee Agenda
 - 1. Co-sponsorships
 - 2. Program Attendance Report
 - 3. Financial Report
 - 4. West Bank Union
 - C. House and Finance Committee Agenda
 - 1. Approval
 - 2. Estimates
 - 3. Class Schedules
 - 4) Piano
 - 5) Budget
 - D. Public Relations Committee Agenda
 - 1. Display Case
 - 2. Brochures
 - 3. State Of The Union
 - 4. Ad Agency
 - E. Personnel Committee Agenda
 - 1. Board Applicants
 - 2. Applicant Workshops
 - 3. Merit
 - 4. Pins
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 10, 1963

Members Present: Sue Bernstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Gordon Starr.

Members Absent: Mr. Walfred Pedersen, Dr. Donald Zander, Mr. Edwin Braman.

Others Present: Mr. Ted Kaul, Program Director; Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-stenographer.

The meeting was called to order in Room 346 of Goffman Memorial Union at 6:30 p.m.

The minutes of the last meeting were corrected as follows:

Under the Public Relations Committee Report, Item 2, the minutes should read: There will be one copy made of either the badly torn film or the lost film about the Union.

Executive Committee Report:

- 1) Sue Bernstein was excused from the meeting of April 3, 1963.
- 2) Dr. Paul Cartwright, Director of I.T. Placement; Dr. Ralph Berdie, Director of the Student Counseling Bureau; Roger Stageberg of MSA; Pat Meacham and Kathy Wagnild will make up the appointment committee for the Union Board.
- 3) The Union Board Executive Office will be used for interviews on next Wednesday and Thursday. Please keep the office in good appearance.
- 4) Gloria Davis reported on M.S.A. elections which take place Thursday, April 11, at 7:30 in Mayo Auditorium. The President, Vice President and Senators are elected (11 people) and five people will be elected next Wednesday and Thursday in the all campus elections. She presented a slate and asked for suggestions. One suggestion was made.
- 5) Ted Kaul reported on the A.C.U. Conference he and Mr. Starr attended earlier in the month. The conference took place in White Sulphur Springs, Virginia at the Greenbrier. He reported on the entertainment, regional re-alignment, programming in the Fine Arts Area, etc. He then passed around some materials brought back from the Conference and said they would be on file for future reference.

Program Committee Report:

- 1) The noon program committee and campus carnival will co-sponsor a publicity program for campus carnival with presentations from several carnivals, as well as final judging for the clowns. A student member of campus carnival will act as m.c. This will be April 25, 1963 from 11:30 to 1:30 in the Main Ballroom of C.M.U.
- 2) Judy Hoy gave a brief report on the Program Attendance Report. There has been a slight decrease in number of events and attendance. The Committee is evaluating the quality of programs.

- 3) The financial report was approved by the Program Committee last week.
- 4) Mr. Starr gave a report on the West Bank Union. He reported that facilities are limited to classrooms available and that now a small lounge area has been assigned by the University Space Committee and this will serve as a temporary headquarters.

Judy Hoy questioned if they were going to program in spring quarter.

Mr. Starr answered that they would program if the students wanted it.

There was some discussion regarding programming and the appropriation of funds for the West Bank programming.

Bruce Hanson felt the existing committees at C.M.U. should put on programs at the West Bank Union if they are wanted.

House and Finance Committee Report:

- 1) House and Finance approved a request from campus carnival to put a banner in front of the Union for the week preceding the carnival.
- 2) A request has been submitted to the Physical Plant for estimates for the renovation and remodeling of the Fine Arts Gallery, the east and west foyer for the first floor and the game room.
- 3) A man from the Schmidt Music Company will talk with the House and Finance Committee next week in regard to a new piano.
- 4) House and Finance Committee approved the financial report.

Dave Bowen remarked about the poor condition of the lavatories in the Union.

Motion V-69

Bruce Hanson made a motion to approve the re-adjusted budget.

Seconded.

Motion voted on and carried.

Public Relations Committee Report:

- 1) Reservations for the display case near the board pictures should be made with Sally West.
- 2) Roger Hauge spoke about the Ad Agency and asked for suggestions for recruiting members for next year.

Dave Bowen felt that the U.B.C. Members would do a good job, especially since they request responsibilities.

Bruce Hanson, Judy Mitera, Roger Hauge and Jerry Levey discussed the matter of the Ad Agency Chairman being paid - it was felt that the Ad Agency, as other committee members should not be paid.

Ted Kaul felt if the ads could be brought to the Daily Office one day earlier that they could be changed if the board didn't like the proof and it wouldn't be necessary to have an Ad Agency.

The Public Relations Committee will look into the matter further.

- 3) The new brochure to replace the green one now in use was described to the Board. The front cover will have an aerial picture of the Union.
- 4) The State Of The Union page will come out on May 8, 1963. All articles must be handed in to the Public Relations Committee Chairman, Roger Hauga, by Friday, April 26, 1963.

Personnel Committee Report:

- 1) The Personnel Committee received 25 applications for the board. They will be interviewed next Wednesday and Thursday evenings.
- 2) Everyone reapplying for board positions must attend the leadership workshop on either Monday from 3:30 to 4:30, or Tuesday, 7:00 to 8:00 in the evening in room 320.
- 3) The following is a list of committees who have not turned in their rosters: Unithon, Welcome Week, Creative Society, Fine Arts Gallery, Talent Associates, Coffman Musicales, WMR, Bridge, Chess, Ski Train, Table-Tennis-Billiards, Creative Arts Festival, Homecoming Dance, Focus, Graduate Student Committee, Charm, Noon Programs, Stag.

There was some discussion as to combining the Winter Quarter Recognition Dinner with the Merit Banquet, or to have the Winter Quarter Recognition Dinner on the 24th of April or the 1st of May.

- 4) The Committee decided that the board members should be issued silver pins along with the crest for their blazers.

The Gold Pin will be given to the Executive Committee members. This will be the start of a new tradition. The reason the gold pins go to the Executive Committee Members is that they are elected by the rest of the board.

Old Business:

- 1) Judy Mitera reported a full bus of forty students went on the tour sponsored by the Fine Arts Gallery to see church structure. This was in conjunction with the Creative Arts Festival.

Gloria Davis commended Judy's Committee for a successful tour.

- 3) Judy Hoy urged everyone to attend programs for the Creative Arts Festival and commended Carolyn Wagnild and Jim Dillon for the good work done on the Festival.

New Business: None

Announcements: None

Adjourned at 7:55 p.m.

Respectfully submitted,
Gordon L. Starr,
Recording Secretary

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

FINANCIAL REPORT - WINTER QUARTER, 1963

AREAS and COMMITTEES	ADJUSTED BAL. WINTER QTR.	INCOME	ACCOUNTS PAYABLE	ACTUAL EXPENSE	BALANCE	ADJUST.	ADJUSTED BALANCE
CAMPUS AREA							
Campus Carnival	\$250.00	\$ 9.10	\$27.25	\$91.21	\$140.64	0	\$140.64
Unithon	300.00	0	0	0	300.00	0	300.00
Welcome Week	0	0	0	0	0	0	0
WMMR	=748.79	*1109.89	216.31	446.21	=301.42		-301.42
FINE ARTS AREA							
Art Craft Studio	196.39	0	19.20	6.80	170.39	0	170.39
Fine Arts Gallery	238.49	7.74	44.40	122.92	78.91	+100.00	178.91
Talent Associates	200.00	13.65	5.85	65.47	142.33	0	142.33
Creative Society	300.00	4.75	51.80	46.39	206.56	0	206.56
Photo Committee MACAS	100.00	0	27.00	10.15	62.85	0	62.85
						+550.00	550.00
MUSIC AREA							
Christmas Sing	11.88	0	0	0	11.88	-11.88	0
Classics Corner	618.88	27.60	79.80	544.23	22.45	+400.00	422.45
Coffman Musicales	524.72	67.14	26.17	290.42	275.27	+150.00	425.27
Union Jazz Workshop	700.00	178.60	84.26	632.80	161.54	+250.00	411.54
RECREATION AREA							
Billiards	50.00	4.50	2.55	40.49	11.45	+40.00	51.45
Bowling	247.91	173.45	25.89	253.25	142.22	0	142.22
Bridge	122.28	251.14	6.20	277.69	89.53	0	89.53
Chess	143.44	.10	16.15	73.59	53.80	0	53.80
Co-Rec	165.52	0	50.19	10.85	104.48	0	104.48
Outing Events	218.77	0	0	0	218.77	0	218.77
Table Tennis	22.81	0	.55	0	22.26	0	22.26
Ski Train	500.00	4417.99	61.69	4793.21	63.09	0	63.09
SOCIAL AREA							
Dance Instruction	144.51	248.94	6.60	422.60	=35.75	+135.75	100.00
Single Swing	355.62	1117.29	33.45	665.15	774.31	-574.31	200.00
Square Dance	100.00	67.50	38.65	184.40	44.45	+55.55	100.00
Variety Dance	1151.59	983.72	79.18	3655.79	=1599.66	+2349.66	750.00

*WMMR has \$1,884.59 in Accounts Receivable, income from which will be used to defray current WMMR operating expenses and is not usually available to other Union committees.

DEPARTMENTS and COMMITTEES	ADJUSTED BAL. WINTER QTR.	INCOME	ACCOUNTS PAYABLE	ACTUAL EXPENSE	BALANCE	ADJUST.	ADJUSTED BALANCE
<u>SPECIAL EVENTS AREA</u>							
Homecoming	\$55.10	0	0	\$8.50	\$46.60	-46.60	0
Creative Arts Festival	1500.00	0	0	0	1500.00	0	1500.00
Christmas Semi-Formal	0	0	2.00	201.29	-203.29	+203.29	0
Summer Programming	2600.00	1000.00	0	0	3600.00	-600.00	3000.00
<u>TOPICS AREA</u>							
Amer. - For. Students	500.00	107.71	62.43	256.33	289.95	0	289.95
Focus	245.64	1.82	4.50	46.18	196.78	-100.00	96.78
Citizen's Series	274.64	0	.95	.15	273.54	0	273.54
Graduate Students	300.00	6.82	8.00	63.29	235.53	-135.53	100.00
Student-Faculty Relations	292.63	5.65	21.25	113.29	163.74	0	163.74
<u>VARIETY AREA</u>							
Noon Programs	1096.25	14.56	104.01	385.71	621.09	0	621.09
Charm	230.01	0	5.00	1.68	223.33	0	223.33
Stag	243.34	0	17.61	28.50	197.23	0	297.23
<u>PUBLIC RELATIONS AREA</u>							
Ad Agency	280.21	0	0	.90	279.31	-200.00	79.31
P. R. Bureau	1000.00	33.15	56.58	336.61	639.96	0	639.96
Gopher	4.50	0	0	0	4.50	-4.50	0
Brochures	300.00	0	0	0	300.00	0	300.00
<u>UNION BOARD ACTIVITIES</u>							
Board Activities	435.14	0	7.15	345.29	82.70	+200.00	282.70
Christmas Decorations	0	0	0	3.75	-3.75	+3.75	0
Christmas Cards	0	0	0	0	0	0	0
Merit Reception	700.00	0	0	0	700.00	0	700.00
Big Ten Convention	300.00	0	0	0	300.00	300.00	600.00
Program Committee	300.00	17.81	7.89	107.72	202.20	0	202.20
<u>LEADERSHIP TRAINING</u>							
Union Board Council	118.45	16.00	46.00	97.97	-9.52	+59.52	50.00
Personnel	283.39	9.10	2.50	69.87	220.12	0	220.12
Leadership Seminars	25.00	0	0	0	25.00	0	25.00
Retreats	250.00	0	0	0	250.00	0	250.00

AREAS and COMMITTEES	ADJUSTED BAL. WINTER QTR.	INCOME	ACCOUNTS PAYABLE	ACTUAL EXPENSE	BALANCE	ADJUST.	ADJUSTED BALANCE
ADMINISTRATION							
Supplies	\$478.51	\$55.05	\$11.80	\$150.25	\$371.51	0	371.51
Telephone	390.35	0	0	173.10	217.25	0	217.25
Postage	176.15	50.00	45.00	126.00	55.15	+44.85	100.00
Equipment	256.79	27.00	1.00	7.84	274.95	0	274.95
Summer Administration	300.00	0	0	0	300.00	0	300.00
Orientation	280.50	0	0	0	280.50	0	280.50
Miscellaneous	571.56	0	0	0	571.56	0	571.56
Staff Travel	405.08	0	50.00	59.43	295.65	-95.65	200.00
Staff Training	48.00	0	16.50	12.28	19.22	0	19.22
Research	50.00	0	0	10.21	39.79	0	39.79
PROGRAM EXPANSION	4437.38	0	0	1.15	4436.23	-3073.90	1362.33
GRAND TOTALS	\$24,642.64	\$10,127.77	\$1,373.31	\$15,240.91	\$18,157.19		18,157.19

3/29/63
dm

UNIVERSITY OF MINNESOTA
Coffman Memorial Union

PROGRAM ATTENDANCE REPORT

Winter Quarter, 1963

AREAS and COMMITTEES	1962		1963	
	NO. EVENTS	TOTAL ATTENDANCE	NO. EVENTS	TOTAL ATTENDANCE
<u>FINE ARTS AREA</u>				
Art Craft Studio	13	984	0	0
Fine Arts Gallery	1	200	3	45
Talent Associates	2	970	3	730
Creative Society	-	-	4	205
Photo Committee	-	-	0	0
TOTAL	16	2154	10	980
<u>MUSIC AREA</u>				
Classics Corner	12	7500	6	5380
Coffman Musicale	10	2575	5	4760
Union Jazz Workshop	17	1800	11	7185
TOTAL	39	11,875	22	17,325
<u>RECREATION AREA</u>				
Bowling	9	334	7	82
Bridge	2	80	15	235
Chess	5	496	9	583
Co-Rec	8	1364	1	300
Billiards	0	0	2	4
Table Tennis	1	60	0	0
Outing Events	3	144	0	0
Ski Train	1	137	7	1940
TOTAL	24	3844	41	3114
<u>SOCIAL AREA</u>				
Dance Instruction	8	1365	9	1600
Single Swing	8	4116	7	4383
Variety Dance	5	2279	4	917
Square Dance	9	699	9	651
TOTAL	30	8459	29	7551
<u>TOPICS AREA</u>				
American-Foreign Students	5	1210	13	2174
Focus	2	100	6	2445
Student-Faculty Relations	5	224	8	449
Graduate Student	0	0	1	75
TOTAL	12	1534	28	5143
<u>VARIETY AREA</u>				
Lunch	2	85	1	23
Noon Program	33	22,850	21	13,540
Stag	2	1,080	1	125
TOTAL	37	24,015	25	13,688

	1962		1963	
AREAS and COMMITTEES	NO. EVENTS	TOTAL ATTENDANCE	NO. EVENTS	TOTAL ATTENDANCE
<u>PERSONNEL AREA</u>				
Recognition Dinner	1	125	1	40
Coke Hours	8	225	0	0
TOTAL	9	350	1	40
<u>PUBLIC RELATIONS AREA</u>				
Tours	1	30	0	0
President's Reception	1	800	1	750
TOTAL	2	830	1	750
<u>PROGRAM COMMITTEE</u>				
Welcome Back Party	-	-	1	1000
Chairmen Cabinet	-	-	3	24
TOTAL	-	-	4	1024
<u>TRAINING AREA</u>				
Union Board Council	11	1735	10	595
TOTAL	11	1735	10	595
PROGRAM TOTALS	100	54,796	169	50,240
<u>SERVICE AREAS</u>				
	No. Weeks		No. Weeks	
Fine Arts Gallery	10	10,000 (est.)	11	15,000 (est.)
Art Craft Studio	11	1580	11	1459
A. C. S. Workshops	0	0	7	140
Outing Rentals	10	117	11	85
Talent Referrals	10	9	10	11
Grad. Commons Room	-	-	7	175
TOTAL		11,706		16,870
GRAND TOTALS		66,502		67,110

3/27/63
dm

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

April 17, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee
 1. Excuses
 2. Elections
 3. Correspondence
 4. Evaluation
 5. West Bank ✓
 6. Director's Report
 - a) A.C.U. Report
 - b) Hamline Center Dedication
 - c) Other
 7. Meeting
 - B. Program Committee
 1. Co-sponsorships
 2. West Bank Programming
 3. Program Equipment
 4. G. O. O.
 - C. House and Finance Committee
 1. Requests
 2. Piano
 3. Plant Services
 - 4.
 - D. Personnel Committee
 1. Merit
 2. Recognition Dinner - Winter Quarter
 3. Eligibility Petitions
 4. Merit Key Award
 - E. Public Relations Committee
 1. Display
 2. Ad Agency
 3. State of the Union
 4. Brochures
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

Meeting of April 17, 1963

Members Present:

Sue Bernstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Carolyn Wagnild, Kathy Wagnild, Professor Frank Buckley, Mr. Walfred Pedersen, Mr. Gordon Starr, Mr. Edwin Braman.

Members Absent:

Marcia Morse, Jack Wartnick, Dr. David LaBerge, Dr. Donald Zander.

Others Present:

Mr. Ted Kaul, Program Director; Mary Ann Hall, Daily Reporter; Mr. Ron Moe, Past President of UBOG; Marsha Blumberg, Clerk-stenographer.

The meeting was called to order in room 346 of Coffman Memorial Union.

The minutes of the last meeting were approved as read.

Executive Committee Report:

- 1) Mr. Pedersen was excused for his absence of the April 10 meeting.
- 2) MSA asked UBOG to help them with their polling booths. They will be in the Union, Walter Library and Shevlin Hall. A sheet was passed around for volunteers.

Jim Johnson has been elected President of the MSA.
- 3) A telegram was sent to Jim Johnson, congratulating him on his victory.
- 4) All Area Directors should prepare evaluations of their area. They will be due on May 1, 1963.
- ✓5) There was some discussion regarding the West Bank. President Wagnild gave two suggestions regarding programming on the West Bank: 1) To make an addition to the By-Laws and have separate committees for the West Bank. 2) To include another board member if the West Bank wants programming: This would be a constitutional change and would require going through the Board of Regents.

Gloria Davis felt that programming should be kept under the existing board, at least until there are separate facilities on the West Bank.

Judy Mitera felt re-aligning would be expedient for now.

Jerry Levey felt that programming could be held at the West Bank from the existing committees.

There was some discussion regarding the relation of the board to the new consultant recently appointed.

Mr. Starr reported that the new staff member is now in a training period and that he is working with the union and learning how it works and about the University itself.

Judy Hoy read a proposal from the Program Committee regarding programming on the West Bank, which included, "No special allocation from the budget for programming on the West Bank" and the fact that committees should be encouraged "to use facilities on the West Bank". Also, "re-alignment of the existing committees should be presented to the union board". This recommendation is for the spring quarter and at the end of spring quarter it may be re-considered.

Motion V-70

Gloria David moved to re-affirm the board's support of Article 2, Section 1, Part B, of the Constitution, which is as follows: "To employ such professional and non-professional help as is necessary and proper to the formulation and execution of its program."

Seconded.

Gloria Davis suggested that a position be created for the new staff member.

Motion V-70 voted on and carried.

The matter of relationship of the West Bank facilities and programming was referred to the Executive Committee and will be brought back to the board.

Judy Hoy withdrew the Program Committee Proposal.

Judy Mitera felt the new charter should include the new staff member.

The new alignment relationship will be brought to the Board for approval.

6) Mr. Starr reported on the A.C.U. Conference that he attended:

a. Next year the A.C.U. will hold its golden anniversary at the University of Indiana.

b. Future college union staff members are generally found through past board and committee members. There are now 35 unions offering graduate fellowships of which Minnesota was the first. The University of Wisconsin will be having a summer course.

c. Mr. Starr briefly spoke on relationships with artists and standards and procedures of working with artists and agencies.

d. He spoke on the need for an image on the campus.

e. The Committee on the Arts accomplished:

1) Part II of "Art Exhibit Sources" developed by Harold Jordan, the outgoing Chairman.

2) "Sources for Craft and Sculpture Exhibits", prepared by Mrs. Kay Welborn.

3) "Partial List of Booking Agencies", developed by Mrs. Fan Taylor.

4) "Sources of Classical Films" developed by the Committee.

5) "Insurance and Handling of Art Exhibits" prepared by Mrs. Mildred LeVois.

6) "Survey of Facilities of College Unions for Presentation of Fine Arts Programs," prepared and published by Mr. Norman Moore.

7) "Building a Permanent Art Collection in Your Union" prepared and published by Mr. Joseph McGulley.

8) "Portfolio of Gallery Equipment" prepared by Mr. Philip Price.

f. Mr. Starr mentioned interesting reading matter from the conference: "History as it Happens", a reprint from the Wisconsin alumni and the Art of Living by Dr. Harold D. Meyer, Chairman of the Recreation curriculum.

g. Mr. Starr brought out some interesting questions on the Unions responsibility in education for community service, such as "How can we get more students to vote?"

h. Some reports and information given at the conference were:

a. Sources For Craft and Sculpture Exhibits

b. Where to go from there - this was on finances and increases in services.

c. The responsibility of the college union in a time of change.

d. Administrative coordination in campus programming.

e. The Unions responsibility for Summer Programming (written by Mr. Starr).

f. Are you a manager or operator?

g. Exhibit material and booking agencies were exceptionally good.

i. Mr. Starr reported about an A.C.U. Bulletin article on the possibility of a college union Peace Corps project.

j. Mr. Starr made the following recommendations:

1) It is recommended that booking talent for next year be done within the next few weeks.

2) He recommended that the UBOG invite members of the Daily, MSA, Pan Hell, Interfraternity Council and other interested individuals for sessions on "How we can be of service to the campus".

3) Those interested in the field of Union work indicate this by the beginning of their senior year and preferably before.

4) Each board member should conscientiously read the conference material as there is a storehouse of material available.

5) The UBOG should take inventory of this year's successes and failures and discard the things which are dead or dying in view of the changing times.

6) The UBOG study ways and means of giving more responsibility to the Chairman Cabinet so they may devote their time to major things as: All-University Conference Center, The Liaison Committee, The Long-range plan for expansion, the Region VII, and study ways and reaching the "Unreachables".

Mr. Starr reported on the opening of the Hamline Center. Included in the building is a swimming pool. This is one of our needs for future facilities. Mr. A. C. Bush, from Minnesota Mining, made a gift of \$800,000.00 for the building.

Mr. Starr mentioned the article in the College and University Business Magazine. Because this article carries so many good suggestions, reprints are being made and will be included in the board folders next week.

On May 1, 1963, the board is invited for a meeting at Dr. LaBerge's new home in Stillwater. Arrangements are being made for transportation.

Program Committee Report:

- 1) The Program Committee did not approve a co-sponsorship between the Campus Crusade for Christ and the Noon Program Committee. It is not the policy of UBOG to co-sponsor programs of a religious nature.
- 2) Bids have been sent out for bicycles built for two, spots and lighting equipment and a canopy for the terrace. This information will be reported back to the Program Committee.
- 3) Judy Hoy re-stated her proposal for programming on the West Bank. This was approved by the Program Committee.
- 4) Gloria Davis reported that the Citizen Series Committee is working very hard. They have received many good suggestions and have several good leads such as the possibility of the Editor of the National Review (William F. Buckley, Jr) being at CMU this spring along with General Walker who may appear in the spring, also. There is a possibility of Sidney Roach. Governor George Romney of Michigan would appear if his plane fare would be paid; the committee will only pay his train fare.

House and Finance Committee Report:

- 1) The House and Finance Committee did not approve a request from the Union Jazz Workshop to use the Main Lounge on May 1, 15 and June 5, in case it rains, for a jazz program. It was suggested that they use the Main Ballroom.

Bruce Hanson felt that the program, if held in the lounge would be a bigger attraction, and that the Main Ballroom would be too stuffy.

Motion V-71

Bruce Hanson moved that the UJW be allowed to hold their programs scheduled on the terrace in the main lounge, in case of rain.

Seconded.

Sue Bernstein felt that it would cause too much disturbance for the staff working in the offices above the lounge.

Gloria Davis called a question.

Motion V-71 voted on and carried.

House and Finance did not approve reserving the Main Lounge for Saturday, May 25 for the spring formal. It will be held outside if the weather permits. House and Finance suggested that the game room, right off the terrace, be reserved in case of bad weather.

- 2) The House and Finance Committee did not meet with the man from the Schmidt Music Company, but they did receive the information regarding the

piano. The Schmidt Company does not repair pianos unless they are theirs, so the furniture shop will re-do the outside and the committee is checking into prices from piano tuners to repair the mechanism.

Mr. Starr remarked that the new piano for the Student Center cost \$4,000.00.

Bruce Hanson commended the House and Finance Committee for their good idea.

3) House and Finance has been having some trouble with Plant Services in regard to the Fine Arts Gallery. They cannot get an estimate for the electricians plan.

Jerry Levey reported that the Gopher Hole and Foyer plans have not been estimated either.

Mr. Starr suggested that after all possibilities have been expended, the House and Finance Committee should go to the Liaison Committee. He reported that there are some vacancies at Plant Services and this may be the cause for delay.

Motion V-72

Jerry Levey moved that the board offer the problem of the lack of estimates to the Liaison Committee so the House and Finance can go ahead with plans for remodeling.

Seconded.

Motion voted on and carried.

4) Dave Bowen requested suggestions from the board for I.D. Cards.

This matter was referred to the House and Finance Committee for suggestions for the most practical type of card.

Personnel Committee Report:

1) Dave Bowen reported that the Merit Banquet should be particularly good because it is being aimed at being significant and short. The theme of the banquet is "The Significance of the Union".

Roger Hauge asked if anything was done with the Barry Halper Scholarship.

Mr. Starr reported that there are notices in the Daily for applicants and then a selection committee will be meeting shortly thereafter.

2) The Winter Quarter Recognition dinner will be on May 2 in conjunction with the Chairman Cabinet.

3) The Personnel Standing Committee received two eligibility petitions.

Motion V-73

Carolyn Wagnild moved that the board make an exception to

Board G.P.A. requirements and accept the eligibility petition of Andrea Hricko.

Seconded.

There was some discussion for and against the petition.

It was felt that a 2.3 G.P.A. should be maintained as a standard of the academic achievements of the board.

Gloria Davis Called a Question.

Motion V-74

Jerry Levey moved the board delay the voting until there is a quorum.

Seconded.

Motion V-74

Jerry Levey withdrew the motion

Seconded.

Motion V-73

Voted on and Defeated

Motion V-75

Carolyn Wagnild moved that the board make an exception to Board G.P.A. requirements and accept the eligibility petition of Jeffrey Smith.

Seconded

Motion Defeated.

- 4) Evaluations should go in Pat Meacham's box as soon as possible.

Bruce Hanson questioned the status of the WMMR Policy Board and how it will fit into the Union.

Dave Bowen reported that when the manager resigned a Policy Board was established with five people - Erik Erickson, Program Consultant, Dave Bowen and three members for engineering and programming staff. This was done as there were problems in selecting a manager.

It was felt that the Personnel Standing Committee should make a review and formally present this change to the board.

Motion V-75

Jerry Levey moved that the rules be suspended so this matter could be discussed.

Seconded.

Motion Carries.

Professor Buckley felt there should be a professional to take charge of WMMR.

Dave Bowen explained that this was a temporary solution to an immediate problem.

Action was referred to the Program Committee.

Mr. Starr asked the opinions of the board of tying a scholarship with the position of Manager for WMMR.

It was felt that this should be also reviewed by the Program Committee.

Public Relations Report:

- 1) The display case is open on May 3-10 and June 1-7, 7-14.
- 2) The Public Relations Committee will try to contact the old Ad Agency Chairman and see where the committee stands and then make a definite decision on the Ad Agency.
- 3) Roger Hauge urged everyone to get articles for the State Of The Union page.
- 4) The new brochure to replace the green one now in use was discussed and a rough copy was shown to the board.

Old Business:

- 1) Dave Bowen raised the question about new faculty members being appointed to the board.

Mr. Starr reported that the list has been submitted to Vice President Wenberg and that he was undoubtedly exploring possible candidates.

- 2) Delegates to the Region VII will meet in 346 on Thursday, April 18.

New Business:

- 1) Jerry Levey told the board to keep May 25 open - this is the date of the spring formal.

Announcements: None

Adjournment at 8:50 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

April 24, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports:
 - A. Executive Committee
 - 1) Calendar
 - 2) Filings
 - 3) Standing Committee Meetings
 - 4) Spring Board Retreat
 - 5) Next week's Meeting
 - 6) Leadership Seminars
 - 7) West Bank By-Law
 - 8) ACU Receptions
 - 9) Announcements
 - B. Program Committee
 - 1) Co-sponsorships
 - 2) Kaffee Konzerts
 - 3) Summer Programming
 - 4) Citizen Series
 - C. House and Finance Committee
 - 1) I. D. Cards
 - 2) House Rules
 - 3)
 - 4)
 - D. Public Relations Committee
 - 1) Ad Agency
 - 2) State of The Union
 - 3) Scream
 - E. Personnel Committee
 - 1) Merit Key Awards
 - 2) Winter Recognition May 2 (?)
 - 3) WMMR
 - 4) New Chairman
 - 5) Spring Board Retreat May 11
 - 6) Merit May 14
 - 7) Standing Committee Time
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of April 24, 1963

Members Present: Susa Bernstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon Starr, Dr. Donald Zander.

Members Absent: Mr. Edwin Braman

New UBOG Members Present: Kathy Book, Kathy Hamer, Richard May, Daniel Paskewitz, Carolyn Podany, Barbara Sirmai, Janet Witzke.

Others Present: Ted Kaul, Program Director; Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-stenographer.

The meeting was called to order at 7:15 in room 346 of Coffman Memorial Union.

The minutes of the last meeting were corrected as follows:

Judy Hoy suggested that point 5 of the Executive Committee report should include more discussion regarding the West Bank.

Point 1 of the Program Committee report should include that "the Campus Crusade for Christ and the Noon Program Committee did not include adequate information on their co-sponsorship, which was not approved."

Point 4 of the program committee report should include, "There is a tentative possibility that Governor Romney will appear if his plane fare is paid. Two other speakers who may appear are Sidney Lentz and John Roach." Judy Hoy also suggested that the name of the editor of the National Magazine be omitted.

Executive Committee Report:

1) The UBOG Calendar, placed in the board member's folders was discussed. The calendar consists of the following dates: Wednesday, April 24, Joint Meeting; Wednesday, May 1, Joint meeting at Dr. LaBerge's home; Monday, May 6, filings for election close; Wednesday, May 8, Joint meeting and election of officers; Friday, May 10, Area; Saturday, May 11, Spring Board Retreat at Roger Hauge's parents' lake home; Tuesday, May 14, Merit Recognition Banquet; Wednesday, May 15, Board Meeting; Wednesday, May 22, Board Meeting; Wednesday, May 29, Board meeting.

Jerry Levey reported about the coming formal dance to be held on Friday, May 24. It is the President's Ball in honor of all new incoming presidents of campus organizations. Jerry also invited all old and new board members to attend.

2) As of April 24, the filings for an executive position are open. Any student board member may file for a position. There are five positions including President, Vice President, Secretary-Treasurer, Public Relations Standing Committee Chairman and Personnel Standing Committee Chairman.

3) Each Standing Committee Chairman was requested to announce the time and place of their meetings so the new board members may attend these meetings.

- 4) Responsibility for planning the Spring Board Retreat was changed from the Personnel Standing Committee to the Executive Committee.
- 5) The next board meeting will be at Dr. LaBerge's home. Board members will be leaving CMU at 5:30 on May 1, to drive to his home in Stillwater.
- 6) Ron Moe, Past President of UBOG, will present a leadership seminar to the Union Board Council. Mr. Don Finlayson will lead the seminar. President Wagild invited any board member to attend.
- 7) The following is a proposed addition to the by-laws, Article VIII:
 - 1) Union facilities on the West Bank Campus, provided by the University Space Committee and programming in such facilities shall be under direct control of the Coffman Union Board of Governors until a new complete Union is built, at which time the Board currently in office shall make the decision concerning control of the new Union.
 - 2) An area or committee shall be established for the West Bank until a new complete Union is built. This area or committees shall have the same responsibilities and obligations to the standing committees of the Board and to the Union Board of Governors as any other committee.
 - 3) The West Bank area or committees shall receive financial allocations from the Program Budget only when the Program Consultant becomes a member of the Program staff under the Program Office. Until such time its budget will be allocated from the general budget.
 - 4) Facilities existing on the West Bank shall be considered as part of Coffman Union. Any changes or additions to facilities shall go through the House and Finance Committee and then to the Board for approval.

Approval & Amendment of By-laws will become ARTICLE IX.

The proposed addition to the by-laws will be discussed next week.

- 8) The Executive Committee voted to spend a maximum of \$50.00 out of the board activities account for next falls Region 7 Conference, which will be held here.
- 9) Mr. Max Andrews, President of the Association of College Unions was at the University of Minnesota last Friday, April 19.

Mr. Starr will attend the MRA Conference in Owatonna this weekend.

Flowers were sent on behalf of the UBOG to Dean Fenske's family. A thank you note was received from his family.

- 10) Gloria Davis reported on the tuition hike meeting of the Minnesota Student Association. She reported that Vice President Wenberg spoke on the tuition increase. The increase is for more and better paid teachers. The Administration had not made a final decision about the increase.

Dave Bowen questioned what students thought of the increase.

Gloria Davis reported that they object to it, but most manage to come back to school the next quarter, as is shown by the enrollment.

Program Committee Report:

The Program Standing Committee meetings are on Wednesdays, in room 343 at 4:00 p.m.

1) The YMCA-YWCA and the Noon Programs Committee will co-sponsor a group of folksingers, the Freedom Singers, organized by the Student Non-Violent Coordinating Committee on April 30, from 11:30 to 1:30 on the Terrace.

2) It was announced, at a Kaffee Konzert Meeting last week, that circumstances require that there be a one or two year moratorium placed on the Kaffee Konzerts.

Judy Miters questioned if the union could have programs with students capable to perform this sort of thing with the committees and call them Kaffee Konzerts, during the moratorium period.

Judy Hoy felt that since this is only a moratorium, and not permanent cancellation, the name Kaffee Konzert not be used by other groups.

Bruce Hanson felt the classics corner should get away from this type of program and branch out into something new.

3) Judy Hoy reminded everyone about encouraging their chairmen to begin planning for the summer program.

Carolyn Wagnild reported that there will be an ad out on summer programming. There will be an article in the State of The Union page regarding summer programming also.

4) The Program Committee has allotted \$450.00 from the expansion budget to the Citizens Committee.

Gloria Davis reported that possibly on May 29 the editor of the National Review will be at CMU.

Dave Bowen questioned if there were some arrangements made for balanced political programs.

Gloria reported that it is up to the discretion of the committee, but that they feel they have established and will establish balanced political programs. She also reported that all off-campus speakers will be cleared in the usual manner.

House and Finance Committee Report:

1) Sue Bernstein reported that at a meeting held before the UBOG meeting it was suggested that if there is enough space on the I.D. card, that there be a place to be punched for dances from the Union.

2) House and Finance has gone through the house rules and all revisions have been made. There will be two sections added (1) regarding the International Lounge and (2) regarding the Gopher Hole.

3) The House and Finance Committee meetings are Monday at 3:00 in Dick Getchell's office.

Jack Wartnick questioned whether it has been decided that there are going to be I.D. Cards.

Dave Bowen reported that it will depend on the cost and the types of cards offered and the machinery involved.

Sue Bernstein felt that the I.D. Card Committee wanted to do the best possible job. They are taking time to do some research.

Public Relations Committee Report:

The Public Relations Committee meetings are on Tuesdays at 3:00.

- 1) The Committee reached the Ad Agency chairman and has set up a meeting for Monday, April 29, at 4:30 in the committee room. If five or more people come, the Ad Agency will be opened.
- 2) The deadline for the State of The Union page articles to be handed in is Friday, April 26, however, articles will be accepted through next week. The page is scheduled to come out on May 8.
- 3) It was requested that stories, articles and news releases be put in Mary Ann Hall's box in room 231.

President Wagnild called attention to the article in the folders, "Services Sell The Student Union, It's Your Job To Sell The Services". This article is from the College and University Business magazine.

Personnel Committee Report:

- 1) The committee has received a few nominations for the merit key awards. A request was made to turn in nominations for "Committee of the Quarter" for winter quarter.
- 2) The Winter Recognition Dinner will be on Thursday, May 2, at 6:30.
- 3) The Personnel Committee discussed the WMMR policy board and it was decided that as long as the head of WMMR is the station manager, that it is not the job of the Personnel Committee to interview people for the policy board. They felt it was the job of the area director.

Roger Hauge questioned if it was necessary to have a policy board.

Pat Meacham felt that it was the job of the Area Director to do what he thinks best.

Dave Bowen felt that no one person could run WMMR the way it is now set up. He felt a policy board was necessary.

Roger questioned the criteria for someone being on the board.

Dave answered that a person who has a desire to do something for WMMR would be the kind of person wanted on the board.

4) The Personnel Standing Committee approved Stephen Gilliland as chairman of WMMR.

5) Pat Meacham explained what a Spring Board Retreat is to the board and mentioned that it would be a place for the new board members to get acquainted with the different areas and with the program staff. This will be at "one of Roger Hauge's homes".

6) Pat explained the Merit Banquet to the new board.

7) The Personnel Standing Committee meets on Wednesdays at 3:30 in room 345.

May 8 is the date that applications for committee chairmanships are opened.

Judy Miters questioned if the committee were planning a program for getting new chairmen.

Pat reported that this was entirely up to the new standing committee.

Judy Hoy recommended to the Personnel Standing Committee that some sort of campaign be started to recruit people before the positions are opened.

Jack Wartnick felt that maybe the Public Relations Committee could handle the publicity campaign as the Personnel Committee is "swamped" with work.

Roger Hauge reported that the Committee was thinking of this idea and that they will be glad to help with the campaign to recruit people for the positions.

Old Business:

1) Professor Buckley reported that the Liaison Committee will look into the delay in receiving estimates from the Physical Plant for the House and Finance Committee.

New Business: None

Announcements:

1) Judy Hoy called attention to the flier in the board folders regarding the Graduate Commons Room. She reported that Dr. Howell of the Speech Department may program in the Graduate Commons Room.

2) Judy Miters brought attention to the molding being done on the third floor. The permanent art collection will hang from this molding.

3) Judy also called attention to the flier in the folder regarding MACAS (Minnesota All College Art Show) which will be held in the Fine Arts Lounge.

4) Bruce Hanson reported that the ground work is being laid to have the ABC television program Hootenanny here in the fall. The only problem is that the program must first be renewed by the network.

Judy Hoy suggested that if the company got enough letters about the program, that the ABC network would keep it on the air.

Hootersanny can be seen from 7:30 to 8:00 on channel 9 on Saturdays.

- 5) Roger Hauge reported that the Region 7 Conference will be held here on November 7, 8, 9, 1963. The theme will be the Three P's - Projection, Protection, and Penetration.
- 6) Dave Bowen invited everyone to attend the Campus Carnival.
- 7) President Wagnild requested that those attending the leadership seminar contact her.

Motion V-77

Jerry Levey moved that the board write the administration for part of the tuition increase for use of the union.

Seconded.

Motion defeated.

- 8) Ted Kaul reminded the board to dress casually for the meeting at Dr. LaBerge's home.

Adjournment at 9:05.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COPPERMILL MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 1, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports:
 - A. Executive Committee
 - 1) Spring Board Retreat
 - 2) Filings and Elections
 - 3) Next Meeting
 - 4) Evaluations
 - B. Program Committee
 - 1) Co-sponsorships
 - 2) Reform
 - 3)
 - 4)
 - D. House and Finance Committee
 - 1) Request
 - 2) Gopher Hole
 - 3)
 - 4)
 - D. Public Relations Committee
 - 1) State of The Union
 - 2) Personnel Campaign
 - 3) Ad Agency
 - 4) Ad Procedure
 - E. Personnel Committee
 - 1) Winter Quarter Recognition
 - 2) Merit Banquet
 - 3)
 - 4)
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 1, 1963

Members Present: Sue Bernstein, Bruce Hanson, Roger Hauge, Jerry Levey, Pat Meacham, Judy Mitera, Carolyn Wagnild, Kathy Wagnild, Jack Wortnick, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon L. Starr.

Members Absent: David Bowen, Gloria Davis, Judy Hoy, Marcia Morse, Professor Frank Buckley, Dr. Donald Zander, Mr. Edwin Braman.

New UBOG Members Present: Kathy Book, Kathy Hamer, Richard May, Daniel Pastewitz, Carolyn Podany, Barbara Sirmai, Janet Witzke.

Others Present: Mrs. David LaBerge, Mr. Ted Kaul, Program Director; Miss Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-stenographer.

The meeting was called to order at 8:00 p.m. at the home of Dr. & Mrs. David LaBerge after an indoor weiner roast.

The minutes of the last meeting were approved as read.

Executive Committee Report:

- 1) A list was passed around to the board members so they could sign up to attend the Spring Board Retreat.
- 2) President Wagnild called attention to a flier in the folders regarding the procedure of the election of officers. It read as follows:

General Outline of Election Procedures

- 1) All candidates for office must file with the president of the Board May 6. Their names will be made known to the Board along with the office in which they are primarily interested.
 - 2) Elections will be at the annual meeting - May 8, 1963.
 - 3) Candidates for president will be required to make a speech of up to five minutes. Candidates for other offices, up to three minutes.
 - 4) Up to two persons may speak for each candidate. Speeches and discussion for the office of president shall not exceed twenty minutes. Other officers, not exceeding ten minutes.
 - 5) Elections will be by secret ballot.
 - 6) The new officers and the new Board shall be sworn in at the end of the meeting.
- 3) The next meeting will be a dinner meeting. Following the business meeting will be the elections for the five executive positions.
 - 4) President Wagnild requested that evaluations be started and turned in shortly.
 - 5) The Board was introduced to Mrs. David LaBerge formally.

Program Committee Report:

- 1) The Program Committee did not approve a co-sponsorship between the U. of M. Red Cross Council and Noon Programs to present three films in the Main Ballroom of CUU on May 10, 1963.

The Program Committee approved a co-sponsorship between the Israel-American Club and the American-Foreign Student Committee to present a program celebrating Israel's independence. The speaker will be Rabbi Mordecai Kirshblum and the Israel-American Club will entertain with dancing and singing. This will be May 19 at 8:00 p.m. in the Main Ballroom.

2) The Program Committee presented the following area changes to be discussed. It is a by-law change.

Christmas Sing will be combined with Goffman Musicals. Bowling, Bridge, Chess, Co-recreational Outings and Ski Train will be under the Recreation Area. Table Tennis and Billiards will be combined. The Varieties Area will be abolished. Committees as Special and Forum will be added to the West Bank.

House and Finance Committee Report:

1) The House and Finance Committee approved a request from UMRA for a table to be set up on the first floor for taking a survey of student increase.

2) Next week Gloria Davis will present the house rules to be changed for the International Lounge and the Gopher Hole.

Sue Bernstein presented the following recommendations: The Gopher Hole be used for miscellaneous purposes from 8:00 until 5:00 (this includes lunches, recreation, games, cards, chess, records and studying). After 5:00 the Gopher Hole can be used as an area for special programming, which will take priority over general recreation. Programs will be posted on a glass-enclosed bulletin board. It was felt that this was most feasible for the Gopher Hole as it stands now.

Dan Paskewitz questioned as to whether a person was needed to supervise card playing.

Jerry Levey pointed out that the idea was to have a person there at all times to supervise card playing, similar to the position of the Game Room Supervisor.

Dan Paskewitz questioned if the Game Room is sufficient.

Sue Bernstein reported that the Game Room is filled to capacity most of the day, and this would be an additional game room.

Jerry Levey reported that the Gopher Hole needed sound proofing and the lights dropped. This will come under the expansion of the Gopher Hole.

Jack Wartnick questioned if this would be a good idea.

Jerry Levey felt that since \$75,000.00 was spent for the Gopher Hole and now it should be decorated.

Ted Kaul suggested taking the program from the Game Room to the Gopher Hole and using the Game Room as a meeting room.

Jerry Levey pointed out that the Game Room has specific rules set up for no eating in the room, and this is why they want a program set up in the Gopher Hole without this rule.

Jack Wartnick questioned if it was less expensive to change a house rule and have

people eat their lunches instead of paying \$4,000.00 a year for a person to sit downstairs and supervise card playing. He also suggested a rule that no cards be issued to those eating lunches and that they bring their own.

Jerry Levey felt this idea could be considered.

Mr. Starr questioned if the Committee had taken the North Star room into consideration as to card playing.

Jerry Levey reported that there is not much of a problem with card playing in the North Star room, however, the same person hired to supervise the Gopher Hole could patrol the North Star room.

Roger Hauge suggested that the person hired be a student.

Jerry Levey reported that Richard Gatchell, Assistant Director, suggested that the person hired be full-time help, however if it could be worked out with a student supervisor, it would be fine.

Mr. Starr brought up the point of someone working in the Gopher Hole with the loud noise from the juke box.

Sue Bernstein pointed out that with soundproofing this problem would be solved.

Mr. Starr felt that if the board were in favor of the House & Finance Recommendation it could be put on a trial basis so it could be remedied if it didn't work out.

Jerry Levey reported that House and Finance want the ceiling soundproofed and the walls panelled. He reported that the idea is to make the policy and work towards it.

Jack Wartnick questioned about the work to be done on the Fine Arts Area.

Jerry Levey reported that estimates are now coming in for that area and that they are the next to be fixed up.

Jack Wartnick questioned about remodeling the game room and billiard room.

Mr. Starr reported that the billiard room needs a re-vamping and that he has talked with Plant Services and Brunswick about this.

Motion V-78

Jerry Levey moved that the House and Finance recommendation on the Gopher Hole be accepted (That from 8 - 5 the Gopher Hole be used as a general recreation area and after this as an area for special programming which will take priority over general recreation and programs will be posted).

Seconded.

Sue Bernstein pointed out that expenditures are not included, but they are implied.

Mr. Pedersen pointed out that any details would be by separate action.

Jerry Levey reported that any expenditures will have to be by either next years board of recommended by this years board to next years board.

Sue Bernstein pointed out that it legalizes card playing subject to facilities for supervised card playing.

Motion V-78 voted on and defeated.

Dr. LaBerge questioned what kind of decoration is envisioned for the Gopher Hole.

Jerry Levey answered that soundproofing of the ceiling was needed and dropping the lights - there are no definite estimates for these.

Motion V-79

Jerry Levey moved the Gopher Hole be closed starting 7:00 a.m. on May 2 until recommendation by the board as to the future use of the Gopher Hole.

Seconded.

Mr. Starr pointed out that two things are involved. One is long range planning on decor. He felt that some decoration should be taken care of. Two, is that there is a policy saying that card playing is restricted to the Game Room... should this policy be changed?

Jerry Levey felt that by closing the Gopher Hole it may work out as did the Wednesday night dance - by opening it with a new policy it may help the situation.

Motion V-79 voted on and defeated.

President Wagnild referred the matter back to the House and Finance Committee.

Motion V-80

Jack Wartnick moved that there be a five minute recess so the matter could be discussed.

Seconded.

Motion carried.

Jerry Levey reported that the House and Finance Committee will report on this matter next week.

Public Relations Committee Report:

- 1) The next State of The Union page comes out on May 8 - It will include a personnel story, a story about the merit banquet, an article about the spring board retreat and several other articles.
- 2) The Public Relations Committee is going to formulate a campaign for the Personnel Committee. It will start with the State of The Union page and go on to daily ads, a display in the case, posters (maybe), spot announcements on WMR and a gimmick where people will be in garbage cans in front of the Union handing out fliers to people passing by.
- 3) Roger Hauge reported that no one, other than himself and the chairman, came to the meeting of the Ad Agency. He feels that this is the wrong time of the year to start this committee and feels a new procedure should be set up and have the committee started next fall.
- 4) The new Ad Agency procedure will be a deadline on ads which will be at 5:00 two

days before the ad is to appear. They should also be put in the ad box. The extra days will give the Daily a chance to work on the ads before they appear in the paper.

Personnel Committee Report:

- 1) The Winter Quarter Recognition Dinner will start at 6:30 in CMU on May 2, 1963.
- 2) The Merit Banquet will be on May 14.

Judy Mitera questioned as to how the chairmen were contacted for the winter recognition dinner.

Pat Meacham reported that they were contacted by phone.

Old Business:

- 1) Because there was not a 2/3 majority, the voting on the by-law change will take place next week.

New Business:

- 1) Bruce Hanson recommended that the House and Finance Committee look into getting ash trays for the Main Lounge. He reported that students either put them out on the rug (ruining the rug) or put them in waste baskets (this is a fire hazard).

Roger suggested that the committee consider getting ash trays for the International Lounge.

- 2) Carolyn Wagnild asked the area directors to urge their chairmen to consider summer programming. She asked for ideas for programs run through the summer.

Announcements:

- 1) Jerry Levey congratulated Dave Bowen and Carolyn Podany for the good job done on the Campus Carnival.

- 2) Jerry Levey reported that with the help of the Liaison Committee someone has come out to give estimates for the Fine Arts Area. He thanked Professor Buckley, Judy Hoy and Gloria Davis.

- 3) Sue Berstein presented a housewarming gift to Dr. & Mrs. LaBerge.

- 4) ON behalf of the UBOG President Wagnild thanked the LaBerge's for their hospitality.

Adjournment - 9:00.

Respectfully submitted,

Gordon L. Starr,
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
GOTTMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 8, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee
 1. Introductions
 2. Spring Board Retreat
 3. Evaluations
 - B. Program Committee
 1. Co-sponsorships
 2. West Bank - By law
 3. Movies
 - C. House and Finance Committee
 1. Ash Trays
 2. Gopher Hole
 3. International Lounge
 - D. Personnel Committee
 1. Merit Chairmanship approval
 2. Special Recognition
 - E. Public Relations Committee
 1. State of The Union
 2. Board Pictures
 3. Personnel Campaign
 4. New Ad Representative
- III. Old Business
 1. West Bank By-law
 2. West Bank Area By-law
- IV. New Business
 1. Elections
 2. Area & Standing Committee Choices
 3. Vice President's Report
- V. Announcements
- VI. Adjournment (Old Board)
- VII. Adjournment (New Board)

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 8, 1963

Members Present: Sue Berstein, David Bowen, Gloria Davis, Bruce Hanson, Roger Hauge, Judy Hoy, Jerry Levey, Pat Meacham, Judy Mitera, Marcia Morse, Carolyn Wagnild, Kathy Wagnild, Jack Wartnick, Professor Frank Buckley, Dr. David LaBerge, Mr. Walfred Pedersen, Mr. Gordon Starr, Dr. Donald Zander, Mr. Edwin Braman.

New Members Present: Kathy Book, Richard May, Daniel Paskewitz, Carolyn Podany, Barbara Sirmal, Janet Witzke.

Members Absent: Kathy Hamer.

Others Present: Ted Kaul, Program Director; Mary Ann Hall, Daily Reporter; Marilyn Eck, Program Consultant; Louise Moberly, Program Consultant; Shirley J. Clark, Program Consultant Erik Erickson, Program Consultant; Fred McCormick, Administrative Fellow; Doug Wascko, West Bank; Marcia Davis, Alumni Board Member.

The meeting of May 8, 1963, was called to order in Room 346 of Coffman Memorial Union at 7:00 p.m.

The minutes of the meeting of May 1, 1963, were corrected as follows:

Under the Personnel Committee Report, Item 2, it should be stated that "David Bowen questioned as to how the chairmen were contacted for the winter recognition dinner."

Under the Program Committee Report, Item 2, it should be stated that "The Varieties Area will be changed to the West Bank Area, and the Committee is not involved in the by-law change."

Under the House and Finance Committee Report, Item 1, it should be stated that "The House and Finance Committee approved a request from UMRA for a table to be set up on the first floor for taking a petition of instructor increase."

Executive Committee Report:

- 1) Introductions were made.
- 2) Those attending the Spring Board Retreat must leave by 8:00 a.m. sharp on Saturday morning.
- 3) Four excellent evaluations were received. President Wagnild urged others to turn them in so the members could benefit from them.
- 4) President Wagnild read the objectives for the year and commented on the successes and those objectives not thoroughly obtained.

Program Committee Report:

- 1) The Program Standing Committee approved the following co-sponsorship:

The Business Club and UBOG will co-sponsor "Meet the Prof", Dean Paul Grambsch. This will be an informal hour with the Dean, open for discussion. This program will be on May 23 from 1:15 - 2:30 in Room 170 Business Tower of the West Bank.

- 2) The Program Committee voted to disestablish STAG and CHARM and put NOON PROGRAMS under the CAMPUS AREA, subject to a by-law change.

Jerry Levey raised the question as to whether the committee had taken the overloading of the CAMPUS AREA into consideration.

Dave Bowen expressed the feeling that it would work out under the Campus Area.

- 3) Tentative policies on movies, which were sent to the SCSA are available for anyone interested.

House and Finance Report:

- 1) Ash trays have been placed in the main lounge and standing ash trays have been ordered.
- 2) The Gopher Hole shall be a general recreation area from 8:00 until 5:00. After 5:00 special programs shall have priority over general use. This will include card playing during the general recreation time.
- 3) The American-Foreign Students Committee has control over exhibits in the International Lounge. Information for exhibits may be obtained from the American-Foreign Students Committee. Any programs in the International Lounge must be held in conjunction with the American-Foreign Students Committee. Programs in the International Lounge may be held after 2:30 p.m. Food policies for other areas in the Union apply to the International Lounge.

Personnel Committee Report:

- 1) The Personnel Standing Committee approved Ronald Bell for Summer Program Chairman.
- 2) It was reported that "Mr & Mrs" should have been included on the invitations for the Merit Banquet on May 14, 1963.
- 3) Special recognition was given to the old Executive Committee and they were presented with gold pins. Awards will be presented to the returning members at the Spring Board Retreat.

Public Relations Report:

- 1) Roger Hauge reported that the State Of The Union page for May 3 was the first one without a mistake.
- 2) There was an inquiry regarding board pictures for the new board. New pictures should be ready soon.
- 3) The Personnel Campaign was discussed and a Daily campaign with ads in the Daily was planned (there will be 24 little posters made regarding committees).
- 4) The new Ad Agency representative is Roger Sax.

Old Business:

- 1) Motion V-81
Judy Hoy moved approval of the by-law change as presented at the previous meeting (regarding the West Bank).

Seconded.

Roger Hauge read an article written on the West Bank Lounge in the new business school student publication, "Current Ratio".

Motion V-81 voted on and carried.

2)

Motion V-82

Jerry Levey moved that the by-law change that the Varieties Area be changed to the West Bank be accepted.

Seconded.

Jerry questioned who would be in charge of the area.

President Wagnild reported that Doug Wasko would be working with the Area.

Judy Hoy reported that SPECIAL EVENTS, FORUM and MEET THE PROF would be included in the by-law change for the West Bank.

Mr. Starr questioned if other committees could be added or subtracted.

President Wagnild reported that the nature of the program is up to the committee. The by-law change just changes the area.

Motion V-82 voted on and carried.

3) Bruce Hanson commended the House and Finance Committee for obtaining ash trays for the lounges. He then questioned about the piano.

Sue Bernstein reported that a piano tuner has been called and that he will come in the near future.

4) Mr. Starr told the board that if anything was to specifically go into the minutes that one should state, "This is for the record....", and then proceed to discuss business. This way the statement will appear in the minutes, as the minutes are usually condensed. He commended Sue Bernstein for having prepared a written report, which is the best method of presenting a report. He suggested that motions be written beforehand or well worded when presented.

Announcements:

1) Gloria Davis asked for volunteers to guide parents around the campus the first Sunday of Welcome Week.

2) Jerry Levey hoped everyone would attend the President's Ball. Formal attire is requested.

3) Mr. Starr reported that he had received some calls related to the President's Ball from Deans and Directors relative to "What is the President's Ball?".

Jerry Levey reported that the Daily is taking care of clarifying the matter.

4) Bruce Hanson announced that Friday evening, May 10, is the Union Jazz Workshop program, "Swing Into Spring".

5) Bruce congratulated Mary Ann Hall for being selected as the Reporter of the Week for April 15, 1963.

New Business:

1) Elections: Mr. Starr & Ted Kaul were asked to count the ballots and it was reported that only the 1963-64 board members could vote, but the 1962-63 board members could speak for a candidate.

Motion V-83

Judy Hoy moved that the people running for the Executive positions leave the room and come back separately to speak.

Seconded.

Motion defeated.

The following were candidates for President: Gloria Davis, Roger Hauge, Jerry Levey. Gloria Davis was elected the 1963-64 President of UBOG.

The following were candidates for Vice President: Judy Hoy and Judy Mitera. Judy Hoy was elected the 1963-64 Vice President of UBOG.

The following were candidates for Secretary-Treasurer: Jerry Levey and Judy Mitera. Jerry Levey was elected the 1963-64 Secretary-Treasurer of UBOG.

Motion V-84

Jerry Levey moved for a five minute recess.

Seconded.

Motion Carried.

The following were candidates for Public Relations Chairman: Roger Hauge, Dick May, Judy Mitera. Roger Hauge was elected the 1963-64 Public Relations Chairman of UBOG.

Motion V-85

Judy Hoy moved for a five minute recess.

Seconded.

Motion Carried.

Judy Mitera was unanimously elected the 1963-64 Chairman of the Personnel Committee for UBOG.

2) President Wagnild requested the board members turn in their area and standing committee choices in order of preference (Three of them are required).

3) The officers of the 1963-64 board were sworn in and then the board for 1963-64 were sworn into office.

4) Judy Hoy gave the traditional Vice President's farewell address.

5) Mr. Starr presented the outgoing president, Kathy Wagnild, with an orchid corsage on behalf of the board and staff.

Motion V-86

Sue Bernstein moved the 1962-63 Union Board of Governors be permanently adjourned.

Seconded.

Motion Carried.

President Davis expressed her thanks to Kathy Wagnild for her past leadership and guidance.

Motion V-87

Dan Paskewitz moved to adjourn.

Seconded.

Motion Carried.

Adjournment at 10:30 p.m.

Respectfully submitted,

Gordon L. Starr,
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COPPEMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 15, 1963

- I. Minutes of Last meeting
- II. Standing Committee Reports
 - A. Executive Committee
 1. Area Assignments
 2. Standing Committee Assignments
Introductions
 3. Board Cards
 4. Meetings
 5. Staff Meeting
 6. MSA and Social Service Council
 7. WMR
 8. Retreat Evaluation
 9. Conclusion to speech
 - B. Program Committee
 1. Area Directors
 2. Dates
 3. Bikes
 4. Budget
 - 5) Co-sponsorships
 - 6) Good of the order
 - C. House and Finance Committee
 1. General Reconditioning
 2. Ash Trays
 3. Room Reservations
 4. Estimates
 5. Budget
 - D. Personnel Committee
 1. Merit
 2. Campaign
 3. Interviews
 4. U.B.C.
 - 5) Goodies
 - E. Public Relations Committee
 - 1.
 - 2.
 - 3.
- III. Old Business
- IV. New Business
- V. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 15, 1968

Members Present: Kathy Book, Gloria Davis, Kathy Hamer, Roger Hauge, Judy Hoy, Jerry Levey, Richard May, Judy Mitera, Daniel Paskewitz, Carolyn Podany, Barbara Sirmal, Janet Witzke, Professor Frank Buckley, Dr. Donald Zander, Mr. Edwin Braman, Mr. Gordon Starr.

Members Absent: David Bowen

Others Present: Ted Kaul, Program Director; Professor Shumoto, University of Tokyo; Marsha Blumberg, clerk-stenographer.

The meeting of May 15 was called to order in room 346 of Coffman Memorial Union at 6:30 p.m.

The minutes of the last meeting were corrected as follows:

Judy Mitera questioned the correction from the previous week, where Jerry Levey corrected item 2 of the Personnel Committee report, "David Bowen questioned as to how the chairmen were contacted for the winter quarter recognition dinner." She reported that David Bowen did not attend that meeting and someone else had apparently raised the question.

Executive Committee Report:

- 1) Kathy Hamer was sworn in as a member of the Coffman Memorial Union Board of Governors.
- 2) The area assignments are as follows: Kathy Book, social area; David Bowen, campus; Kathy Hamer, special events; Richard May, recreation; Daniel Paskewitz, topics; Carolyn Podany, music; Barbara Sirmal, west bank; Janet Witzke, fine arts.

Motion V-88

Carolyn Podany moved that the board accept the area assignments as designated by the Executive Committee.

Seconded

Motion carried

President Davis announced that Mr. Harold Smith of the University Bookstores will replace Mr. Pedersen on the Board and Dr. Reuben Hill will replace Dr. LaBerge on the Board.

The Standing Committee assignments are as follows: Public Relations - Richard May, Janet Witzke, Dan Paskewitz, Dr. Zander; Personnel - Barbara Sirmal, David Bowen, Kathy Book, Professor Buckley; House and Finance - Carolyn Podany, Kathy Hamer, Mr. Harold Smith; Program - Dr. Hill; Executive Committee - Mr. Braman.

Motion V-89

Judy Hoy moved that the board accept the standing committee assignments as designated by the Executive Committee.

Seconded.

Motion carried.

- 3) Professor Shumoto, of the University of Tokyo, was introduced to the Board.
- 4) The Union Board of Governors membership card was passed around for the board members signature, and returned to President Davis so they can be laminated in plastic.
- 5) There will be two more meetings this quarter - May 22 and May 29. The meeting on the 29th will be a dinner meeting. There will be two board meetings during the summer. No meeting is held the week before finals if business can be handled prior to that time.
- 6) The President of the board has been invited to attend staff meetings; this will be good for student-staff relationships.
- 7) The President of the board is an ex-officio member of the MSA Senate and Assembly and a member of the Social Service Council. President Davis asked for applications for these positions - MSA meets on Thursday at 3:30 and the Social Service Council meets on 3:30 Friday (twice a month).
- 8) The Executive Committee discussed WMR at their meeting. Seven out of eight of WMR's transmitters have broken down (this was about a week ago). A tentative decision is to incorporate for a settlement of the contracts. WMR will continue programming and will fix the transmitters. They are not charging their advertisers. It is unlikely that they will be programming this quarter (this means airing advertisements as they should). About 60% of dormatory students listen to WMR regularly.
- 9) The Executive Committee had an informal evaluation of the retreat with some constructive suggestions. If area directors feel things should be different or should be retained, they should let Vice President Judy Hoy know their ideas.
- 10) If there are any ideas regarding areas other than their own, area directors should leave a note in the box of that area director whose area is to receive constructive criticism.

Program Committee Report:

- 1) A suggestion was made that area directors get to know their chairmen and meet with them.
- 2) The all-University calendar is put out in the fall of each year. If there is to be a program, such as ski train, art shows, unithon and creative arts festival, which will be scheduled for a special time, put a note in Judy Hoy's box and she will have this put on the calendar. Reservations for the use of the mail for publicity is arranged by this calendar. The University Calendar Committee will be meeting this week.
- 3) The new tandem bikes will be for rent through the Art-Craft Studio for approximately \$1.50 a day.
- 4) The area directors were requested to get a budget set up for their area. If it is not done, the Program Committee will assume that the area is satisfied with their allotments or that they will be satisfied with less. A good way to do this is to review past years of programming, talk with committee chairmen and discuss this with program consultants. These must be in Judy Hoy's box by 5:00 on Monday, May 20, 1963.

5) The Program Committee did not approve the following co-sponsorships because of a lack of specific information:

a) MSA & Noon Programs for May 24 in the Main Ballroom from 11:30 - 1:30.

b) MSA & Noon Programs for May 20 in the Main Ballroom from 11:30 - 1:30.

6) Tuesday, May 24 Coffman Musicales is sponsoring a program of folk singing by the Peddlers and Richard Dirks will appear. The program is free and the time is 7:30 to 9:30 p.m.

7) The Program Committee normally meets on Wednesday, at 4:30 but next week the committee will meet at 3:30 in room 343.

House and Finance Committee Report:

1) Estimates for general remodeling, as in the billiard area will be reported on as soon as received by the House and Finance Committee.

2) The House and Finance Committee is trying to get bids for floor model ash trays and wall ash trays.

3) The deadline for reserving rooms has been extended until Monday, May 20. This is for any campus organization. An ad was to be put in the Daily and Jerry Levey had a discussion with the manager of the Daily for not putting the ad in the paper on May 15. The manager of the Daily told Jerry that other people wanted their ads on that day and he, therefore, deleted the ad regarding reservations from Coffman Union. The manager suggested that a want ad be bought.

4) Tentative estimates were received for the Fine Arts Area. The House and Finance Committee will review them, and it is expected that they will be brought to the board next week. It was suggested that Jerry Levey bring the sketches for the Fine Arts Area to the next meeting so the board members could see them.

5) The House and Finance Committee also requested all areas to include what they wanted in physical facilities for the budget and give this information to the House and Finance Committee.

6) Umbrellas have been placed on the Terrace and pipes are being worked on for the fountain on the Terrace.

Personnel Committee Report:

1) Judy Mitera thanked everyone for attending the Merit Reception. The next Merit Reception will be on May 12, 1964.

2) The Personnel Committee will continue some of the work that has been done by the Public Relations Committee for the Personnel Campaign. They will send a flier to the homes of the Union Board Council members and one to the Greeks on campus. This would be a good way to get them into the union. The committee is planning to put posters in the dormitories.

3) Interviews for new chairmen will be May 20-29. Seventeen applications have been received. The Committee has decided that a committee chairman applicant workshop

booklet should be provided for those applying - this will include area directors names and program consultants names so they can be contacted by those applying. Also included will be area descriptions from last quarter. These booklets will be in Allyn Ulseth's office. All committee chairmen must be re-interviewed. If there are any questions the area directors would like asked during the interview, they should put them in Judy Mitera's box before Monday, May 20.

4) The Union Board Council will hold one more meeting on May 28. There will be a picnic on the Terrace and Vice President Willey will speak on the "Administration of the University". The time is tentatively set for 4:30.

5) Janet Witzke and Kathy Hamer were presented with their pins and crests. The board members were presented with their chair tags, which are a gold plate with their names on them. These will go on the chairs in room 346.

6) Carolyn Podany thanked the Personnel Committee of last year for the fine work on the Merit Reception and commended Barbara Sirmal for the good work done.

Public Relations Committee Report:

1) Ads are going to be worked on and they will possibly be out on May 16.

Old Business: None

New Business:

1) Professor Shumoto from the University of Tokyo spoke to the board. He told them that he is on a tour of colleges and universities. He spoke of the new University of Tokyo and told the board about the union they have.

Roger Hauge presented Professor Shumoto with a crest from the board.

Motion V-90

Professor Buckley moved that Professor Shumoto from the University of Tokyo be made an honorary member of the Union Board of Governors.

Seconded.

Motion Carried.

Professor Shumoto reported that there are 5,000 graduate students and 14,000 under-graduates at the University of Tokyo. They have two campuses. The Union is a three story building with a basement (this is where the heating and pipes are). The first floor of the union is a cafeteria and the upper two floors are meeting rooms. A few of these rooms are furnished in Japanese decor and are used for flower arranging, learning to play the old Japanese instruments and the art of pouring tea (etiquette). The rest of the building is built similarly to Coffman Memorial Union.

Announcements:

1) The Classics Corner will have a program on Saturday evening at 5:30 - Meet the Met. This program will give those interested an opportunity to meet the people of the Metropolitan Opera. The price is \$1.50 and over 100 people are coming.

2) The Presidents' Ball will be on Friday, May 24. Tickets are selling fairly well.

3) On May 16 there will be a noon program where the ballet with the Metropolitan Opera will perform in the Main Ballroom.

Adjournment - 7:30 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

mb

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 22, 1963

- I. Minutes of last meeting
- II. Standing Committee Reports
 - A. Executive Committee Report
 - 1. Board Cards and Schedules
 - 2. Blazers
 - 3. MSA - Social Service Council
 - 4. Liaison Committee
 - 5. Evening Program
 - 6. Remaining Meetings
 - 7. Ad Hoc Committee on WMMR
 - 8. Recognition
 - 9. Board Participation at Meetings
 - B. Program Committee
 - 1.
 - 2.
 - 3.
 - C. House and Finance Committee
 - 1. Ash Trays
 - 2. Renovation
 - 3. Budget
 - D. Personnel Committee
 - 1. Interviews
 - 2. Nothing
 - 3. Ads
 - 4. Flyers, etc.
 - E. Public Relations Committee
 - 1. Brochure
 - 2. Honorable Board Members
 - 3. Pictures
 - 4. P.R. Meeting
- III. Old Business
- IV. New Business
- V. Adjournment

mb

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 22, 1963

Members Present:

Kathy Book, David Bowen, Gloria Davis, Kathy Hamar, Roger Hauge, Judy Hoy, Jerry Lavey, Richard May, Judy Mitera, Daniel Paskewitz, Carolyn Podany, Barbara Sirmal, Janet Witzke, Mr. Edwin Braman, Professor Frank Buckley, Mr. Harold Smith, Mr. Gordon Starr.

Members Absent:

Dr. Reuben Hill, Dr. Donald Zander.

Others Present:

Ted Kaul, Program Director; Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-stenographer.

The meeting of May 22, 1963 was called to order in room 346 of Coffman Memorial Union at 6:30 p.m.

The minutes of the last meeting were corrected as follows:

Under the House and Finance Committee report, item 1 and item 4 should be combined and state that "Estimates for general maintenance to be done during the summer have been received."

Executive Committee Report:

- 1) Mr. Harold Smith, Director of University Bookstores and new Union Board of Governors faculty member, was introduced to the board.
- 2) Last years board passed a recommendation that the UBOG wear blazers to functions designated by the board as a whole. This is not binding and was just a recommendation. They were bought through a wholesale company last year and it takes approximately two weeks after ordering for delivery.

There was discussion relative to the need of the blazers and whether they made the UBOG an "in" group.

Motion V-91

Barbara Sirmal moved to rescind Motion V-16 from the meeting of October 17, 1962, which is as follows: Roger Hauge moved that the Union Board of Governors advocate buying blazers, and that the Union Board buy the crests for them.

Seconded.

The above motion requires a two-thirds vote of the majority present.

Motion Voted on and Defeated.

- 3) Judy Hoy will be on MSA next year as the UBOG representative. No requests have been received for someone to serve on the Social Service Council.
- 4) There are two openings on the Liaison Committee (chairmanship and one board member). Those interested in being a member should leave a note in Gloria Davis' box.
- 5) Four evenings a week from July 15 to September 1 are open for evening programs.

6) Dick Gatchell is the new Director of Student Union (the) of Hamline. He will be invited to the next meeting of the board for a dinner meeting on May 29 at 6:00.

7) An Ad Hoc Committee has been established with Steve Gilliland, Dave Bowen, Ted Kaul, Jerry Levey, Professor James E. Holte and someone from a professional radio station. Dr. Zander may be on the committee as he has expressed some interest. This group will look into the problems of WMR and will help improve the service.

8) Ideas that come from the standing committees are the boards responsibility. The board should take an active interest in what is being said and challenge the committee chairman if there is a point in question.

It was suggested that the standing committee chairmen write out their reports before the meeting so everyone will get a dittosed sheet. There was some discussion pro and con the suggestion. It was suggested that this way be tried. The matter will be considered by the Executive Committee.

9) Kathy Hamer has been elected to Chimes, Dan Paskewitz to Silver Spur, Gloria Davis to the Mortar Board and Gordon Starr as Director of Research for NIRA.

Program Committee Report:

1) The total programming budget was discussed at the Program Standing Committee meeting.

2) The Program Standing Committee approved a recommendation from the Social Area Director to establish a committee and be called the Variety Dance Instruction Committee - this committee will provide ethnic and modern dance instruction. There was some disapproval to the name and Kathy Book reported that the name is temporary.

House and Finance Committee Report:

1) The House and Finance Committee decided on twenty wall ash trays and twenty floor ash trays. This was carried out under general maintenance.

2) Renovation will be discussed when the budget is passed.

3) Jerry Levey reported that he hoped to meet with the accountant in Mr. Starr's office and that hopefully the budget will be passed next Wednesday evening.

Personnel Committee Report:

1) The committee has been interviewing this past week for committee chairmen.

2) No questions have been received from the area directors in regard to the personnel interviewing procedure.

3) The Personnel Committee is continuing the ad program.

4) This week a flier was sent to 1962-63 chairmen and the Union Board Council urging them to apply for chairmanships of committees.

5) History files are due June 6, 1963 - they should be completed.

Public Relations Committee Report:

- 1) "You In The ^Union" brochure must be changed by the 15th of June so they can be put in the freshmen folders for next year.
- 2) A new policy for honorary board membership was suggested. It was felt that suggestions should be brought to the Executive Committee and approval requires a 2/3 majority of the board.

Motion V-92

Roger Hauge moved that any suggestions for Honorary Board Membership shall be brought to the Executive Committee for approval. This name will then be brought to the board for approval. Approval requires a 2/3 majority of the board.

Seconded.

It was explained that in the past there has been three honorary board members - this is a very special honor and should be given thought.

Motion carried.

- 3) The Public Relations committee has been discussing the image of the union. When the Public Relations objectives have been decided a copy will go to all board members. Suggestions would be appreciated.

Old Business:

- 1) Mr. Starr announced that parking arrangements can be made for Wednesday evening through Mrs. Harrison, his secretary, for those who want parking space for the night of the board meeting. She should be contacted beforehand.

New Business: None

Announcements:

- 1) Judy Mitera urged everyone to attend the Minnesota All College Art Show on Monday, May 27, 1963 at 3:30 in the Fine Arts Gallery of CMU.
- 2) Jerry Levey reminded everyone about the President's Ball on May 24. 180 reservations and tickets have been sold. Board members should contact Marilyn Eck if they are attending.
- 3) Mr. Starr reported that Vice President Lunden, Bean Grambsch, Dr. Standford, director of Libraries, and he will attend the President's Ball with their wives. Since this is the first formal in the history of CMU, it would be nice if all board members attended.

Adjournment: 8:00 p.m.

Respectfully submitted,

Gordon L. Starr
Recording Secretary

UNIVERSITY OF MINNESOTA
COFFMAN MEMORIAL UNION
UNION BOARD OF GOVERNORS

Agenda

May 29, 1963

- I. Minutes of last meeting
- II. Standing Committee Report
 - A. Executive Committee Report
 - 1. Excuses
 - 2. Social Service and Evening Program
 - 3. Liaison Committee
 - 4. Food Policy
 - 5. Ideas (courtesy of Mr. Braman)
 - a) guests
 - b) informal meetings
 - 6. Recognition
 - 7. Spur Report
 - B. Program Committee Report
 - 1.
 - 2.
 - 3.
 - C. House and Finance Committee Report
 - 1. Budget
 - 6. Underwrite ballroom cost for MSA
 - a) overall for 1963-64 fiscal year
 - b) program for 1963-64 fiscal year
 - 2. Raise on cigarette price to 35¢ a pack
 - 3. Fine Arts Area approval for renovation expenditure
 - 4. Elevators
 - 5. Food Policy from University
 - D. Public Relations Committee Report
 - 1. Brochure
 - 2. Tower Ad
 - 3. President's Reception
 - 4. Pictures
 - E. Personnel Committee Report
 - 1. UBC Report - Fred McCormick
 - 2. Chairmanship Recommendations
 - 3. Orientation - Welcome Week Discussion
 - 4. Personnel - as we see it
 - 5. Summer Addresses
 - 6. Reminder
 - a) June 4 - Event Reports
 - b) June 6 - History Files
- III. Old Business
- IV. New Business
- V. Announcements
- VI. Adjournment

UNIVERSITY OF MINNESOTA UNION BOARD OF GOVERNORS

Meeting of May 29, 1963

Members Present:

Gloria Davis, Kathy Hamer, Roger Hauge, Judy Hoy, Jerry Levey, Richard May, Judy Miters, Daniel Paskewitz, Carolyn Podany, Barbara Sirmal, Janet Witzke, Professor Frank Buckley, Dr. Reuben Hill, Mr. Gordon Starr, Dr. Donald Zander.

Members Absent:

Kathy Book, David Bowen, Mr. Edwin Braman, Mr. Harold Smith.

Others Present:

Dick Getchell, Assistant Director; Ted Kaul, Program Director; Fred McGornick, Administrative Fellow; Mary Ann Hall, Daily Reporter; Marsha Blumberg, Clerk-stenographer.

The meeting of May 29, 1963, was called to order in room 346 of Coffman Memorial Union at 7:00 p.m.

There were no corrections to the minutes for the meeting of May 22, 1963.

The board presented the clerk-stenographer with a corsage as she has terminated and this was her last board meeting.

Executive Committee Report:

- 1) Kathy Hamer was excused from the first board meeting of the quarter. Kathy Book and David Bowen have unexcused absences.
- 2) Judy Miters will serve on the Social Service Council and Barbara Sirmal and David Bowen will serve on Evening Program. Judy Hoy gave a report on the orientation for evening program.
- 3) Those serving on the Liaison Committee will be chosen in the beginning of next year.
- 4) Some suggestions from Mr. Edwin Braman are to have staff members and people concerned with the University policy at board meetings next year. Because board meetings consist mainly of standing committee reports, informal meetings (possibly once a quarter) might be a good idea to discuss various ideas and problems of the committees and areas.
- 5) Judy Hoy, Roger Hauge, Kathy Hamer, Daniel Paskewitz, Kathy Wagnild, Pat Meacham, and Gloria Davis were congratulated for being recognized at the All University Recognition Dinner.
- 6) Dan Paskewitz reviewed a report he had prepared for the board folders regarding "Student Project for International Responsibility."

Program Committee Report: None

House and Finance Committee Report:

- 1) The Program budget will be passed at the first summer meeting. The budget of 1963-64 was discussed. There was some discussion regarding a cut in the program budget and it was felt that this would drop programming.

Motion V-93

Judy Hoy moved that \$2,910.00 be taken from the renovation fund and added to the Program Committee fund under supplies and expense and that the

proposed income be changed from \$26,800.00 to \$24,300.00 to make the operating expenses from Program \$55,765.00.

Seconded.

It was reported that there was no mechanism for the program committee to get additional funds if they needed it and that if they didn't use the additional funds, the money would go back to the renovation fund.

Motion V-93 voted on and carried.

- 2) Cigarettes will be raised from 30¢ a pack to 35¢ a pack. This is effective immediately.
- 3) Proposed drawings of the remodeled fine arts area was shown. Glass doors will replace the folding doors on the fine arts area, mens lounge and womens lounge. Glass cases will be placed in the fine arts lounge and display boards will be put there. There will also be new lighting put in the fine arts lounge.

Motion V-94

Jerry Lavey moved that the Fine Arts renovation of \$21,500.00 be approved by the board for the fine arts lounge.

Seconded

Motion carried.

- 4) Drawings of elevator interiors were shown. The cost for remodeling the two elevators in Coffman Union and re-balancing them would be \$28,000.00. The interior would be remodeled with wood formica and steel.

Motion V-95

Jerry Lavey moved that \$28,000.00 be appropriated for the remodeling of the two elevators in Coffman Memorial Union.

Seconded.

It was reported that wood formica wears well and this would cut down on Maintenance.

Motion V-95 voted on and carried.

- 5) The University has proposed a food policy for general use at the University. This includes serving food in other areas than in regular areas as the cafeterias and using the University services in the best possible ways.
- 6) It was brought up that MSA usage of the ballroom for the All University Recognition Dinner should be underwritten.

It was reported that 20¢ a head was charged. This includes setting up tables and chairs, the cost of setting up the P.A. system, the cost of the checkrooms and the cost for cleaning up.

It was reported that the Freshman Cabinet did all of the work with S.A.B. for the All University Recognition Banquet.

Motion V-96

Dr. Reuben Hill moved that the board waive the \$75.00 charge for the All University Recognition Banquet held in the Main Ballroom and that this be a policy for All-University affairs.

Seconded.

It was felt that this would be good from the standpoint of Public Relations. It was also felt that if the MSA wanted the board to underwrite the cost, they could co-sponsor with UBOG.

Motion V-96 voted on and defeated.

Public Relations Committee Report:

- 1) Dr. Reuben Hill was welcomed to his first board meeting.
- 2) The "You In The Union" brochure will be done over. There are 10,000 copies left and to reprint them would be quite expensive. The only thing that can be done is to make an extra page and include it with the brochure. This brochure will go in the freshman folders.
- 3) A reservation for a half-page ad was made with Roger Sax of the Daily for the Tower and he omitted it because he forgot about it. Therefore, there was no ad in the Tower.
- 4) The President's Reception will be on Sunday, June 9, 1963, at 3:30. It was reported that UBOG is the only group that has accepted the responsibility for being hosts and hostesses at this affair.
- 5) The Public Relations Committee had three meetings last week to discuss the Union image. It was suggested that this be included in an informal meeting.

Personnel Committee Report:

- 1) Fred McCormick, Administrative Fellow, gave a report on the Union Board Council.
- 2) The following are a blanket approval for committee chairmen: Caroline Warren, Focus; Larry Sargent, Citizen's Committee; E. Jeffrey Smith, West Bank; Ted Lukaska, Personnel Bureau; Stephen Gilliland, WMR Station Manager; Jo Bell, Minnesota All College Art Show; Robert Bossel, SITI Train; Gary Boos, Chess; Robert Gasway, Bridge; Ann Arnstein, Ad Agency; Betty Doerr, Coffman Musicals; Henry Keys, Classics Corner; Al Bernard, UJW.
- 3) It was reported that "Personnel - as we see it" is a lot of work and a lot of things to accomplish in the coming year.
- 4) June 4 event reports are due and June 6 history files are due. The chairman applicant workshop booklet that was in the board files was brought to the board's attention. Judy Mitera was commended for the excellent job on the booklet.

Old Business:

- 1) Laminated board cards were issued.
- 2) The board presented Richard P. Getchell, Assistant Director, with a pair of swim

trunks with the board crest and a medal on them as he has terminated his position to become Director of the Student Center at Hamline.

- 3) 650 people attended the program with Wm. F. Buckley and 200 people attended the Program featuring Dr. Feigl from the Philosophy Department.
- 4) Everyone is invited to attend the MACAS Exhibit.

New Business:

- 1) All area directors were asked to encourage their chairmen to summer program.
- 2) Area directors were asked to encourage their chairmen to think in terms of Welcome Week.
- 3) It was reported that the President's Ball was a success. Those working on the committee were commended.

Adjournment: 9:30 p.m.

Respectfully Submitted,

Gordon L. Starr
Recording Secretary

Department of Student Unions
Coffman Memorial Union
Estimate of Income & Expenditure
Budget of 1963-64

I. <u>Income</u>	Proposed 1961-62	Actual 1961-62	Proposed 1962-63	Proposed 1963-64
Student Fees	342,512	377,688	374,253	397,132
Service Income	11,000	15,268	11,000	12,000
Program	24,300	24,222	24,300	26,800
Billiard				
Billiards	16,500	21,750	16,500	19,500
Merchandise	59,000	61,283	72,000	67,418
Bowling Lanes				
Bowling Fees	70,180	61,485	68,000	*59,000
Merchandise	10,000	13,714	10,000	10,000
Arcraft Studio	4,000	3,787	4,000	3,800
Village Union				
Program	3,225	3,118	3,000	3,000
Merchandise	10,850	8,441	10,850	8,500
Barber Shop, Beauty Shop, Bookstore	9,000	7,592	9,500	8,000
Total Estimated Income	560,567	598,348	602,903	615,150
II. <u>Operating Expenses</u>				
Administration				
Salaries	66,272	68,540	73,471	80,227
Supplies & Expense	22,000	22,700	22,000	22,300
Program				
Salaries	45,648	39,922	46,452	50,328
Supplies & Expense	53,166	47,415	53,166	55,315
Maintenance				
Salaries	86,775	83,517	91,079	100,497
Supplies & Expense	60,000	55,240	65,000	65,000
Arcraft Studio				
Salaries	12,012	10,942	12,312	11,424
Supplies & Expense	4,160	3,782	4,500	4,500
Billiards				
Supplies	4,235	4,735	4,500	5,500
Salaries	15,649	15,551	15,946	16,284
Merchandise	48,600	49,301	59,600	57,600
Bowling Lanes				
Salaries	26,099	27,263	26,619	27,385
Supplies	31,590	29,409	31,590	20,500
Merchandise	5,225	3,873	5,225	4,500
Village Union				
Salaries	10,308	10,535	10,368	10,392
Supplies	16,100	16,562	16,100	16,100
Total Operating Expenses	506,839	489,287	537,663	548,052
I. Total Estimated Income	560,567	598,348	602,903	615,150
II. Total Operating Expenses	507,839	489,287	537,663	548,052
Net Operating Income	-52,728	-109,061	-65,240	-68,500
III. Debt Service on St. Paul Student Center	-32,060	-32,060	-32,060	-32,060
IV. Renovation for Coffman Memorial Union	-20,608	-77,001	-33,180	-35,038
	0	0	0	0

*20% of Income used to reimburse Renovation for Purchase of AMF Pinspotters

UNIVERSITY OF MINNESOTA
Department of Student Unions
Coffman Memorial Union

Summary of Income and Expenditures

July 1, 1962 thru March 31, 1963

Schedule I

<u>Income:</u>	1962-1963	1961-1962	
Student Fees	273,469.35	273,503.03	
Rental Service	6,671.51	11,801.40	
Program Admissions	22,745.48	21,217.58	
Artercraft Studio	2,720.40	2,812.68	
Billiard Room			
Billiards	17,837.18	16,430.33	
Merchandise	55,015.93	45,157.18	
Bowling Lanes			
Bowling Fees	47,083.50	48,964.24	
Merchandise	9,245.86	10,946.55	
Village Union			
Admin. & Program	2,822.39	1,967.60	
Fountain	6,364.54	5,337.11	
Total Income	<u>443,976.14</u>	<u>438,157.70</u>	
 <u>IX. Expense</u>			
Administration			
Salaries	52,644.29	48,233.39	
Supplies & Expense	14,147.88	16,115.85	
Program			
Salaries	30,497.34	29,278.86	
Supplies & Expense	28,813.30	33,110.35	
Maintenance			
Salaries	65,716.06	61,616.80	
Supplies & Expense	37,347.94	41,425.20	
Artercraft Studio			
Salaries	7,843.16	7,923.60	
Supplies & Expense	4,450.07	2,541.05	
Billiards			
Salaries	12,120.27	11,200.51	
Supplies & Expense	44,081.99	37,758.11	
Bowling Lanes			
Salaries	20,049.00	19,883.84	
Supplies & Expense	17,316.33	27,102.08	
Village Union (Admin., Maint., & Prog.)			
Salaries	6,505.56	4,521.84	
Supplies & Expense	4,579.18	4,142.69	
Village Union (Fountain)			
Salaries	1,743.70	2,862.70	
Supplies & Expense	6,703.74	6,018.84	
Total Expense	<u>354,559.81</u>	<u>353,735.71</u>	
Balance	<u>89,416.33</u>	<u>84,401.99</u>	
XII. St. Paul Student Center Loan	24,045.00		
IV. Renovation	61,289.00		
V. Net Balance	<u>4,082.33</u>		