Attendance

1/25/2018

Matthew Rand, President of the Union
Rasika Ekhalikar, Vice President of the Union
CJ Markum, Graduate Rep
-----, Class of 2018 Rep
David Raab, Class of 2019 Rep
Anissa Choiniere, Class of 2020 Rep
Andrew Waltzer, Class of 2021 Rep
Ida Etemadi, Club/ICA Rep
Kay Sun, Club/ICA Rep
Ciera Williams, Club/ICA Rep
Ryan Delaney, Club/ICA Rep
Ananya Murali, Club/ICA Rep
Brookelyn Parslow, Club/ICA Rep
Caitlin Kennedy, Member at Large
Caroline Ringel, Member at Large
Cohen Davis, Member at Large
Brian Mansaku, Member at Large
Christopher Maria, Member at Large
Matthew Heimlich, UC Rep
Ezra Teboul, GC Rep
Joe Venusto, Senate E-Board Liaison
Deepika Senthilnathan, Club Financial Advisor
Darcy Burns
Steven Allard
Tejas Narayan
Nicholas Carey
Zachary Fournier
Michael Roberts
Christopher Duffy

Guests (Please Print)

Ellie Mees
Teresa Winner


1. Roll Call @ 8:00 PM

2. Welcome

3. Presentations
   a. Interplanetary Society – 8:05 PM
   b. Ultimate Frisbee – 8:25 PM
   c. Club Training Policy – 8:50 PM

4. Reports:
   a. Committee of the Week – Ad Hoc Committee
      i. Next Week – Policies
   b. Director’s Report
   c. Senate Report
   d. President’s Report
      i. Ribbon Cutting Ceremony for Veterans Lounge
      ii. Positions within the Admin Office
   e. Member Reports

Contingencies FY18 Beginning Balance $32,500
Contingencies FY18 current balance $25,787.50

Contingencies FY17 Beginning Balance $32,500
Contingencies FY17 this week $22,122.65
Rensselaer Union Executive Board
Meeting Minutes
January 25, 2018

Interplanetary Society

Michael:

President, Aeronautical Engineering

Nick:

Vice President, Applied Physics

Zachary:

Treasurer, Sophomore, Aeronautical Engineering

Michael:

Professional organization, multidisciplinary
Focuses on critical thinking problem solving
Hold seminars and have technical workshops with CAD and MATLAB
Allows students to see how they are applied to the industry
AIAA hosts competitions
Membership to that organization is $25 per person so we would like to help students pay for that fee

Nick:

Being a member open up a network
Gain educational tools and it is helpful to our members for that reason

Tejas:

Could you be more specific as to what the membership fee goes to

Michael:

Every year to renew our membership and participate in competitions
Gives us access to certain documents only AIAA has and gives access to networking events

Anissa:

Are all of your 11 members aero or mechanical students?

Michael:
We have an aeronautical/nuclear, two physics majors, a chemical

Nick:
Anyone can join
We need to remain interdisciplinary for example we need to know how to keep someone alive in space so biology could also be really helpful in our group

Caitlin:
If you make it to the competition from being in the top three do you need more to go to that competition?

Michael:
If we place, the organization gives us a traveling stipend

Brian:
Can you explain what the other things go towards?

Michael:
We’ve held seminars and would like to provide food and snacks for people who attend
There are people outside our club for these workshops

Matt Heimlich:
Where is the money coming from?

Matt Rand:
The membership fees will be subsided at about 40 percent
Food and snacks for seminar asked for
They are asking for $250
$60 on the coversheet is for the events
$25 per person times 11 at 40 percent is $110 plus $60 for seminars equals to $170

Kay:
First, as a concern, we need something in policy directly, saying that if they spend money on the department, we need to decide how much money from the union we want to spend on department programs

Ida:
How effective is $5 for snacks per event
Why don’t they have a reception fund?
Rasika:

Probably buy in bulk and then distribute per event
As a starter budget they don’t have access to printing or contingencies like all official budgets

CJ:

I think a lot of your questions are irrelevant and I am good friends with the person who formed the club
Even though they only have 11 members they have had over 100 at their seminars
The club started when the professor’s money ran out
All of the individuals were still interested in it so they formed the club
I love the idea of the club and have no problem with them being a funded club at the end of this

**MOTION #1: MOTION TO REALLOCATE $170 FROM FY18 CLUB CONTINGENCIES TO RPI INTERPLANETARY SOCIETY AS STARTER BUDGET PASSES 17-0-0**

**Ultimate Frisbee**

Chris:

Came to ask if Ultimate Frisbee can raise our dues per person to pay our new coach
There are no funds being requested from the board
Dues are $78 right now and would be raised to $94

Ryan:

Did you speak to everyone on raising the dues?

Chris:

I notified the club that if anyone has trouble paying from this raise in dues we will help as much as we can

Matt Rand:

How would this pay be determined?

Chris:

Just took the 2019 salary and cut it in half

Steve:

We still have to go through the process HR wise so remember to put that piece on the end “pending approval of HR”
Ultimate Frisbee competes at the national level and is very successful and I told him to come to one of the first few E-Board meetings to come with a proposal.

Caitlin:

How has the coach been working with them if he doesn’t work here yet?

Steve:

The coach has been sending workouts to them but not working with them in person because he is not allowed to until his background check is done.

Matt Rand:

Is this just for the men’s team or for men’s and women’s?

Steve:

This is for the Men’s team only.

CJ:

They’ve already said they want this, does the executive board want to help them out?

Ida:

This question has come up many times since the start of the year.

If the club has not asked for it or discussed it with their E-Board Rep or SARP before coming into the meeting, then we won’t recalculate and determine it for them at the meeting.

If the club decides they want funds from contingencies they can come back with another proposal rather than having the entire board discuss the plausibility of a new proposal.

Ciera:

In the event that they have people struggling to pay, CJ you can go and let them know that they can come to E-Board and propose for them to come talk to E-Board at that time.

**MOTION #2: MOTION TO INCREASE DUES OF THE MENS ULTIMATE FRISBEE TEAM PROPORTIONALLY TO ACCOUNT FOR THE ADDITION OF A NEW COACH SALARY INCLUDING BENEFITS OF $814 PENDING THE APPROVAL OF HR PASSES 15-0-2**

**Club Training Policy**

Anissa:

My plan is to have that part enforced next fall which the health center is okay with.

Caitlin:

It says that failure to comply keeps them from becoming a club.

Anissa:
We can’t do anything about that because that is what the New York State senate has been talking about right now.

The health center is willing to work with people to create smaller private training times to make sure everyone has the opportunity to take it.

David:

The attendance reporting aspect, we already have it done.

Having it done by fall is very doable.

Matt Rand:

When this report comes in we’ll end up with a marker on the CMS page whether or not bystander intervention training has been done.

This is just the policy, not the implementation procedure right?

Anissa:

That part is in there too but it isn’t technically set up yet.

Rasika:

How are you going to let clubs know this is happening?

Matt Rand:

This will be sent out very soon.

CJ:

What cost will this be on us?

Anissa:

It will all be on the health center and they are training students in order to be able to do this too.

CJ:

I know usually people have to pay for it.

Anissa:

The RPI Health Center is doing it for free since its required by the law.

Matt Rand:

They held about three or four weeks of training and it was still required so Anissa took time to write it with the rest of Policies committee.

**MOTION #3: MOTION TO APPROVE CLUB TRAINING POLICY AS ATTACHED PASSES 17-0-0**

Matt Rand:
I have a few more motions before me

**Positions**

David:

Why?

Matt Rand:

We are filling the spot that was vacated by Erica and then someone else will be moved to fill the spot

Anissa:

Those are one of the few required positions on the board so we have to do it

Kay:

What about Matt Heimlich?

Matt Rand:

Matt Heimlich is already the UC Representative

*MOTION #4: MOTION TO CONFIRM RASIKA EKHALIKAR CLASS OF 2018 REPRESENTATIVE PASSES 16-0-1*

*MOTION #5: MOTION TO CONFIRM DEEPIKA SETHILNATHAN AS CLUB ICA REP PASSES 17-0-0*

Matt Rand:

We are back up to 20 voting members

*MOTION #6: MOTION TO POSTPONE THE ENFORCEMENT OF STATED PARTS OF THE CLUB TRAINING POLICY UNTIL FALL 2018 PASSES 17-0-0*

Anissa:

The law has a grace period and we have the okay from the health center

**Committee of the week**

CJ:

We began with lists of clubs and found out which clubs exist and which don’t

After eliminating about 100 duplicates, 87 are scheduled for sunsetting

At spring break we will take our report to Cameron and general counsel to make sure we are not overstepping our bounds

Thursdays 6:00 in the SGS

**Directors Report**

Steve:
Classes are filling up in the Mueller center very quickly

Mueller is holding a financial planning seminar hosted by SEFCU and we are hoping to get more of the grad students involved in that as well as the seniors, part of the life skills series

We are changing the signage on our borrowing library because people don’t bring the books back

Please get the word out that it is a borrowing library

We have a ton of used textbooks used over the last 20 years on all different subjects

Matt Rand:

I was wondering if we implemented a sign out system

Steve:

We want to do it on the honor system

Ciera:

Are the books primarily fiction or science fiction?

Steve:

It’s a pretty broad selection of fiction, science fiction, many genres

Ciera:

Are the donations from individuals or professors because I was walking through Sage and I just saw a box filled with books

Steve:

They are usually not from on campus

Ciera:

If we see them, should we reach out?

Steve:

We are willing to accept all donations

We will be doing a Title IX training for all coaches and instructors on February 28th

I made sure they knew it was mandatory and pretty much everyone has said they are coming

With over 50 club sports, I’m going to divide them the sports for them so we get more coverage

They all have access to banner and CMS

I wanted to let you know so you can send them to the correct SARP

Rasika:
Someone said in the ‘87 gym from 6-8 there’s no reservations, can you explain

Steve:

There was no chance for anyone to have open recreation time

We need to leave spaces for open recreation time because we know our clubs would use it but we need to give people a space for the people who just want to shoot hoops with their roommate for a while

We aren’t going to schedule people during those hours because we want everyone to have aces to space

36 clubs will still be coming to me though

**Senate Report**

Joe:

Last night the senate approved the activity fee and Ryan and Cohen have voting rights

Kay:

What time is UAR?

Joe:

Well right now the committee is just me, but I’ll put together a to do list and let you know when we are meeting

Mat Rand:

We are getting close to the date when the board of trustees wants the info

Grad students made a case for the activity fee to be based towards participation rather than enrollment

We have expenses around 3.3 million dollars

They argued that they do not have the time or resources to access the union as much so they would like to change the fee to participation based

Senate decided there wasn’t the time to make the decision right now but it is worth looking into after this year’s Annual Report is written

If you are interested talk to Joe Venusto

Kay:

My understanding is that grads will be meeting with Martha on a weekly basis

Matt Rand:

I’m not sure about weekly, but meetings will be happening
Presidents Report

Matt Rand:

Ben and Miciah are now in the admin office so a lot of our clubs will be assigned to new SARPs and we will be going back to the original club breakdown.

I will work with Steve and Cameron to make sure it is all separated properly.

Anissa:

It is a little confusing for clubs to have to switch around E-Board Reps.

Matt Rand:

It's a little bit of a necessary evil at this point.

Think we should go back to the original way.

Now that budgeting is over it should be a little bit easier.

Mayors cup is this weekend Saturday at the Times Union Center starting at 2 Women play at 3 and men’s is at 6.

There might be a few handouts.

If you’re available, go, it’s a lot of fun.

We’ve been talking about the Veteran’s Lounge opening ceremony to find an opening date.

We will make it a GM Week activity, more information to come.

Member Reports

David:

If you read my email on Tuesday, we are opening up the id program to take attendance.

Ida:

The next Union logo design meeting is this Friday in the SGS.

Matt Heimlich:

February 10th is 100 days, registration is only $10 and it’s going to be really fun.

Class of 2020 hockey night is February 9.

Kay:

There is a committee called Student Employment committee and if anyone wants to help reach out to me, Kay Sun or Olivia Keene.

Rasika:
I went to most of the committee meetings and membership is down and I keep track of attendance so just a reminder, you must join at least one committee

There is a document in the drive

**MOTION #7: MOTION TO MAKE RYAN DELANEY AND MATT HEIMLICH E-BOARD MEMBERS OF THE WEEK BECAUSE RYAN WROTE TWO MOTIONS TODAY AS A NEW VOTING MEMBER AND MATT BECAUSE HE JOINED CLUBOPS AND TOOK ON THREE NEW CLUBS PASSES 14-1-2**

Stef:

It’s been brought up a bunch of times, so livestreaming E-Board meetings

Can we open up a discussion?

Anissa:

A lot of our stuff is closed much more than the senate and our stuff would have to close and open over and over

Caitlin:

The senate is the body for the students and as much as we contribute to the community we are not as directly related

We have to get to a point where we respect their right to not be taped

Stef:

The main point would to get you more exposure and recognition

Ryan:

Do you have number for how many people who watch the live stream?

Kay:

Similar concerns

We ask clubs to leave during our discussion, so we can speak openly, and if clubs are just outside watching the live stream, there is no point to ask them to leave the room

I understand that it would market our functions

Stef:

Having things that are open to the public makes strong leaders

David:

I think that since cities and municipalities do it then we should have no problem

CJ:
We will run into way more issues than the senate because the meeting is still open to the public when the club has to leave the room.

The E-Board reps know there are parties that are interested that are watching from their dorms. If we livestream, we need to rewrite the policy where we send interested parties outside of the room.

Ida:

I was also excited when I first heard of livestreaming because people can see what we do as a board, but the point is that we act as a board and make decisions as a whole.

Budgeting is kept private and although meetings are public, presenters may not want to be presenting to another 1000 people online.

We need to stay respectful towards are presenters and not hide behind the legality of our actions.

For example, the members of Turning Point were clearly uncomfortable with multiple cameras pointed at them from the audience and any other clubs coming to present may not want to present their budget and finances to the entire school.

And, to David’s point on municipalities livestreaming, although senates and direct representatives livestream, many executive branch and cabinet meetings are not livestreamed because they are not legislators.

We are not legislators like the Student Senate and we are not an extension of the student senate.

We serve as the executive board and have a different purpose and function and livestreaming is not necessary to our function.

Ciera:

Why do we send reps outside of the room?

Turning Point was a large exception and we rarely get an audience that large.

It probably won’t happen again and would indicate a lot of underlying issues.

We have a chance for publicity for clubs.

My only reservation is that we aren’t public figures, matt was elected and then they have faith that he selects an appropriate board.

Tejas:

The E-Board is a lot more personal.

People put weeks of work into their proposal and I don’t think they want to see that go before everyone.
Stef:

There are a lot of times when presentations come up and it gives face to the decisions that we are making and its more personable

They can see who’s giving a presentation by someone in front of you who did work hard

Matt Rand:

Remember we are first and foremost a budgetary and financial body

As Ida said, as far as state governments go, they usually are not broadcasted, they are closed off meetings

We have a few different functions most of which are financial

Ananya:

In the Senate meetings are people watching?

Are people seeing the comments as its happening?

Kay:

Can we designate it to policies to further look into it?

Its more related to policies since we are kind of special

Anissa:

Policies is Monday at 8 in the SGS
RPI Interplanetary Society

HEAD CLUB OFFICER

Michael Roberts

ACCOUNT NUMBER

Zach Fournier

DATE SUBMITTED

(954) - 756 - 0019 / rohersr7@rpi.edu

PHONE NUMBER / EMAIL

No. of Members

RPI Students: 11
Faculty/Staff: 0
Community: 0

Dues/person/yr.: $ 0

Present Rensselaer Union Subsidy: $ 0

REQUEST SUMMARY: Please list items/services to be purchased and their costs.

<table>
<thead>
<tr>
<th>Item/Service</th>
<th>EXPENSE</th>
<th>INCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Event Hosting</td>
<td>$ 50</td>
<td></td>
</tr>
<tr>
<td>2. Advertising</td>
<td>$ 10</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Start Budget</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>$ 60</td>
<td>$ 0</td>
</tr>
</tbody>
</table>

Additional Subsidy Request Total $(Expense less Income)

JUSTIFICATION & EXPLANATION:
Has this been requested before? No

(for example: at budgeting or prior E-Board meeting)

Please attach another sheet with the following information:

a. Detail of items/services to be purchased. (copy of quote, etc.)
b. Demonstration of need/interest, or background.
c. How will this impact future budgets. (service/maintenance cost, replacement cost, etc.)
d. Up to date Banner printout (available through SARP)

Reviewed by

Executive Board Representative

DATE 11/28/17

Reviewed by

Rensselaer Union Finance Coordinator

DATE 11/28/17

Reviewed by

Rensselaer Union SARP

DATE

COMMENTS

Comments by Rensselaer Union SARP

Is this for RPI Student only? or like the years

COMMENTS by E-Board Representative

☑ Approved  ☐ Reserves  ☐ Not Approved  ☐ Contingency

Form available for download at union.rpi.edu/club-finance
RPI Interplanetary Society

Budget Proposal

**Purpose:** The RPI Interplanetary society seeks to encourage and develop skills needed in engineering and specifically the aerospace field. We strive to create a multi-disciplinary organization that helps cultivate problem solving, teamwork, and critical thinking.

**Mission Statement:** In order to develop member's skills we host workshops in useful programs (i.e CAD and Matlab). In addition, to introduce and garner interest of the many aspects of the aerospace field to members we host professors, graduate students, and businesses that introduce and discuss some of their research and work to the members. Finally, we participate in design proposal competitions introduced by various organizations (i.e. AIAA, Space X, NASA), in order to give members experience of the engineering and research process of a proposal and the teamwork and communication skills required to work through the challenges of projects.

**Approximate Timeline (2018):**

<table>
<thead>
<tr>
<th>January:</th>
<th>February:</th>
<th>March:</th>
<th>April:</th>
<th>May:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• $5 for hosting and advertising for Prof. Bruce Watson to present on research</td>
<td>• $5 for hosting and advertising for Carolyn Porter to present on the Magellan telescope</td>
<td>• $20 for advertising and hosting Lockheed Martin workshop</td>
<td>• None</td>
<td>• None</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>August:</th>
<th>September:</th>
<th>October:</th>
<th>November:</th>
<th>December:</th>
</tr>
</thead>
<tbody>
<tr>
<td>• None</td>
<td>• $20 for Hosting new members event</td>
<td>• $5 for hosting professor presentation</td>
<td>• $5 for hosting professor presentation</td>
<td>• None</td>
</tr>
</tbody>
</table>
Rensselaer Union
Executive Board

Rensselaer Union Club Funding Application

Name of organization: **RPE Interplanetary Society**

Current President and Treasurer contact info:
President: Michael Roberts, roбросm7@rpi.edu
Treasurer: Zack Fournier, fournz@rpi.edu

Current Club Membership: 10 Members

Membership forecast for next two semesters: 12-15 Members

Club Purpose: RPE Interplanetary Society strives to create a multi-disciplinary organization that helps develop skills in problem solving, teamwork, and critical thinking through technical workshops, seminars, and design competitions. Description of the programs which require start-up funding:

<table>
<thead>
<tr>
<th>Program</th>
<th>Description</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AIAA Membership Fee</strong></td>
<td>AIAA membership is required to participate in the AIAA space vehicle/mission design competitions. Each membership is $25 per student.</td>
<td>$250</td>
</tr>
<tr>
<td><strong>Seminar/Workshop, Food and Snacks</strong></td>
<td>We bring in professors to discuss their research as it pertains to the aerospace field. We also host technical workshops on CAD, Matlab, STK, and other programs in order to teach or hone technical skills. By providing food and snacks we can hope to attract more students to these events.</td>
<td>$50</td>
</tr>
</tbody>
</table>
**EXECUTIVE BOARD PROPOSAL COVERSHEET**

**Ultimate Frisbee**

**CLUB**

**Account Number** 302060

**DATE SUBMITTED** 1/23/2018

**Chris Duffy**

**HEAD CLUB OFFICER**

**Chris Duffy**

**PRESENTER**

**PHONE NUMBER / EMAIL** 732-740-2616/duffyca@rpi.edu

**No. of Members**
- RPI Students: 50
- Faculty/Staff: $78
- Community: $0

Present Rensselaer Union Subsidy: $4,448

**REQUEST SUMMARY:** Please list items/services to be purchased and their costs.

<table>
<thead>
<tr>
<th>Item/Service</th>
<th>EXPENSE</th>
<th>INCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Coach Payment</td>
<td>$814</td>
<td>$814</td>
</tr>
<tr>
<td>2.</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>3.</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>4.</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>5.</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

Total $814

Additional Subsidy Request Total $0

(Expense less Income)

**JUSTIFICATION & EXPLANATION:**

Has this been requested before? In budget for 2018-2019 year.

(for example: at budgeting or prior EBoard meeting)

Please attach another sheet with the following information:

a. Detail of items/services to be purchased. (copy of quote, etc.)
b. Demonstration of need/interest, or background.
c. How will this impact future budgets. (service/maintenance cost, replacement cost, etc.)

Reviewed by

Executive Board Representative

DATE 1/23/2018

Reviewed by

Rensselaer Union Finance Coordinator

DATE 1/24/2018

Reviewed by

Rensselaer Union SARP

DATE 1/25/2018

**COMMENTS by Rensselaer Union SARP**

This is an excellent opportunity for the team and Club.

**COMMENTS by E-Board Representative**

see above

☐ Approved  ☐ Reserves  ☐ Not Approved  ☐ Contingency

Form available for download at union.rpi.edu/club-finance
Club: Ultimate Frisbee

Presenter: Christopher Duffy

Business: Ultimate Frisbee would like to pay its coach for the Spring of 2018.

Proposal: The club would include the payment for the coach in its dues for this semester. Assuming 50 people pay dues this semester, it would result in an extra $16.25 per person. A lower estimate of 40 people would result in an increase of $20.31 per person.

Reasoning: Everyone on the team benefits from having the coach. The coach is very knowledgeable of the game, as shown by his twelve plus years of experience and national club championship title in 2016. He has drawn up workouts for the team in the past by way of Google spreadsheets. The coach provides guidance to all members of the team during practice. Every member of the team is welcome to travel with the team to tournaments, so they will benefit from the coach providing feedback during games.
Club Training Policy

This document describes the training requirements of Student Leaders and Club Members of the Rensselaer Student Union. A Student Leader is defined as an activity fee paying member of the Rensselaer Student Union who holds an elected or appointed position in a Union Recognized or Affiliated Club or Organization. A Club Member is defined in each group’s respective Club Constitution.

1. Club Financial Workshops
   a. The Financial Workshop is the mechanism used by the Union Administration and Student Activities Office and the E-Board to convey information relating to the Rensselaer Union Budget and Policy Procedures to all Union Funded Clubs.
   b. Each Union Fully Funded and Provisionally Funded Club must send its treasurer and/or president to this workshop before the end of September during their term. Other club members may also attend workshops.
      i. A club that cannot make the workshop for an approved reason can request a one-on-one meeting with their SARP within three days after the workshop.
   c. Attendance will be updated on CMS.
   d. Penalties for not complying will be followed in stages. Clubs will be notified in writing.
      i. The first penalty will result in financial assets being frozen- no transactions will occur until the club complies with policies.
      ii. The second penalty will occur after two weeks of non-compliance and may result in a loss of 5% of the funded subsidy or 2.5% of expenses, whichever is greater.
      iii. After three weeks of non-compliance, the club will be required to submit an explanation in writing and a request for reinstatement of funding to the E-Board.

2. Travel Workshops
   a. The Travel Workshop is the mechanism used by the Union Administration and Student Activities Office and the E-Board to convey travel information relating to the Rensselaer Union Budget and Policy Procedures to all Union Funded Clubs.
   b. Each Union Fully Funded and Provisionally Funded Club that travels must send its treasurer and/or president to this workshop before the end of September during their term. Other club members may also attend workshops.
      i. A club that cannot make the workshop for an approved reason can request a one-on-one meeting with their SARP within three days after the workshop.
   c. Attendance will be updated on CMS.
   d. Penalties for not complying will be followed in stages. Clubs will be notified in writing.
      i. The first penalty will result in financial assets being frozen- no transactions will occur until the club complies with policies. The club will also not be able to travel as a Rensselaer Union Club until the club complies with this policy.
      ii. The second penalty will occur after two weeks of non-compliance and will result in a loss of 5% of the funded subsidy or 2.5% of expenses, whichever is greater.
      iii. After three weeks of non-compliance, the club will be required to submit an explanation in writing and a request for reinstatement of funding to the E-Board.
3. **Bystander Intervention Training**

   a. Bystander Intervention Training is mandated by New York State Law for all officers of student organizations recognized or affiliated with institutions, as well as those seeking institute recognition or affiliation.
      i. Officers are defined as anyone with a position, as designated by CMS, within a Union recognized or affiliated group.
   
   b. Training sessions will be held during the first six weeks of each academic semester. If officers cannot attend any of the sessions due to scheduling conflicts, a request for additional sessions can be made to the Student Health Center. The only exemption for not attending any of these sessions is class conflict (such conflict will be confirmed by a check of the Maxient System by the Student Health Center).
   
   c. Each Student Leader, as defined above, of a Union Recognized or Affiliated Club or Organization or group applying for Recognition or Affiliated Status must complete Bystander Intervention Training during the first six weeks of the academic semester the Student Leader’s term begins.
      i. If a Student Leader has already been trained through another organization such as Greek Life, Varsity Athletics, or a previous officer position, another training session is not necessary. Previous trainings will be updated on CMS.
   
   d. Attendance will be updated on CMS.
   
   e. If a club fails to comply with this portion of the policy, its budget will be frozen and it will not be able to use Union Facilities for meetings or programs until such requirements are met.
      i. Clubs seeking recognition who have not complied with this portion of the policy will not be able to become recognized or affiliated with the Rensselaer Student Union until such requirements are met.
   
   f. Any further questions may be directed to the Health Promotion Staff of the Student Health Center at (oparem@rpi.edu or healthcenter@rpi.edu).
Rensselaer Union
Executive Board

Motion #1
Date: 11/25/18

I move that the Rensselaer Union Executive Board reallocate $170
from FY18 club contingencies to RPI Interplanetary Society break down as follows:

\[ \$11 \times 2.5 \times 4 = 110 \] for membership per union policy

plus an additional $60 for events

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So moved by:

[Signature]

Ryan Delaney
Printed Name

Seconded by:

[Signature]

Rasika Eknathkar
Printed Name

For Against Abstaining

12 - 0 - 0

Motion: Passes/Fails
Rensselaer Union
Executive Board

Motion #2
Date: 11/26/18

I move that the Rensselaer Union Executive Board increase the does of the Ultimate Frisbee team proportionally to allow for the addition of a coach's pending the approval of HR.

Salary: $8,14.00
and benefits

So moved by:

Signature

Seconded by:

Signature

For Against Abstaining

15 - 0 - 2

Ryan Delaney
Printed Name

Christopher J. Masken
Printed Name

Motion: Passes/Fails
Rensselaer Union
Executive Board

Motion # 3

Date: 1/25/18

I move that the Rensselaer Union Executive Board approve the Club Training Policy as attached.

So moved by:

[Signature]

Anissa Choiniere
Printed Name

Seconded by:

[Signature]

Ananya Murali
Printed Name

For Against Abstaining
17 - 0 - 0

Motion: Passes/Fails
Rensselaer Union
Executive Board

Motion #4

Date: 1/25/18

I move that the Rensselaer Union Executive Board approve Rasika Ekhalikar as the Class of 2018 representative.

So moved by:

Signature

Seconded by:

Signature

For Against Abstaining

16 - 0 - 1

Motion: Passes/Fails

Ida Eternadi
Printed Name

Eva Teboul
Printed Name
Rensselaer Union
Executive Board

Motion # 5
Date: 11/25/18

I move that the Rensselaer Union Executive Board confirm the President's appointment of Deepika Senthilnathan as a Club IICA Representative.

So moved by: [Signature]

Seconded by: [Signature]

For Against Abstaining
17 - 0 - 0

Motion: Passes/Fails

[Printed Name] [Printed Name]
Rensselaer Union
Executive Board

Motion # 6

Date: 1/25/19

I move that the Rensselaer Union Executive Board postpose enforcing Section 1 part c, Section 2 part e, and Section 3 of the Club Training Policy until the Fall 2018 semester.

So moved by:

Anissa A. Chainiere
Signature

Printed Name

Seconded by:

Caitlin Kennedy
Signature

Printed Name

For Against Abstaining

17- 0 - 0

Motion: Passes/Fails