Attendance

4/12/2018

Date

Justin Etzine, 129th President of the Union
Matthew Rand, 128th President of the Union
Rasika Ekhalikar, Vice President of the Union
CJ Markum, Graduate Representative
David Raab, Class of 2019 Representative
Anissa Choiniere, Class of 2020 Representative
Andrew Waltzer, Class of 2021 Representative
Ida Etemadi, Club/ICA Representative
Kay Sun, Club/ICA Representative
Ciera Williams, Club/ICA Representative
Ryan Delaney, Club/ICA Representative
Ananya Murali, Club/ICA Representative
-----, Club/ICA Representative
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 Representative
Ezra Teboul, GC Representative
Joe Venusto, Senate E-Board Liaison
Deepika Senthilnathan, Club Financial Advisor
Guests (Please Print)

Tejas Narayan
Travis Argar
Steven Allard
Marth McElineott
Sidney Kochman
Jonathan Cailedo
Joseph Lynn
Wanyun Zheng

[Signatures]
Active Minds

Emily:

Active Minds to be reinstated on campus
Raises awareness of mental health
Emphasizes support networks on campus or in the area
Very important issue that campus does not emphasize enough

Kay:

Did you get in contact with the Health Center?

Emily:

Yes, I spoke to a representative from the Health Center and they were completely on board and were willing to help us out with our purpose on this campus

Anissa:

Were you in contact with the old president?

Emily:

I looked on the Union website and emailed the previous president until I found out that the email no longer existed
I don’t see any issues coming up with our club not having that kind of continuity

Dean Apgar:

How much are you going to be affiliated with the national?

Emily:

Not really right now but definitely possibility in the future

Kay:

Is the club going to be the one reaching out to local professionals?
Emily:

There are many clubs that reach out to professionals and I would love to reach out to psychiatrists and psychologists to come speak with students on campus.

Our counseling center is really only for the short term issues faced by students.

We could do something like a summit or program with professionals in the area and we can work with people in the health center to get those connections.

Matt Heimlich:

Are you recognized by the national organization?

Emily:

No.

Anissa:

If they want to be affiliated with the national, we’ll have to make sure that everything is okay with the fundraising.

It will be a little more complicated once they actually come in for funding.

Caitlin:

They talked more about getting decorations from fundraising.

Kay:

Do they have a faculty advisor?

But they work with Lauren as well as people from the health center.

Steve:

She mentioned discussing with the health center, so they definitely have professionals on campus.

Matt Heimlich:

If the national hasn’t recognized them, how can you use that name?

CJ:

I’m doing some quick research.

I understand the importance, but it does have a lot of ties to big pharma and pharmaceutical companies.

I’m not going to say they are questionable but the national gets funding from questionable places.
Caitlin:

I don’t think they’ll be receiving funding from the national organization

Chris:

On the national organization, they have an evaluation criteria

Initially they have to register and then after a year they have a fundraising requirement and they have to send in $1000 per year

The national funds, we don’t really know where it goes

That being said, they have a good purpose so I would not be concerned at this moment

MOTION #1: APPROVE ACTIVE MINDS AS A UNION RECOGNIZED CLUB PASSES 10-3-3

CSSA

WangKun:

I will be head of cultural and activity planning for next year

China is a very ancient country with a deep history

We started celebrating around 2000BC

It is celebrated for about 25 days

Celebrated with red lanterns, red envelopes with good wishes for next year

Our celebration: we had a lot of hosts, four are from RPI, two are from Union, and two from Skidmore

In the festival we celebrate our traditional and I would like to show you the full footage but RPI TV told me they lost it

Even though we are a Chinese Club, we like to expose Chinese students to other cultures like also getting African Dance club from Union College

Outreach: we had guest speakers and we invited four people from the Chinese Embassy about how to adjust to a new environment

This year we had over 350 students attend

Next year we are expecting more students, better environments, and more important guests and speakers

There are also about 200 more Chinese internations students admitted for next year

As international students we are far from home, we can’t travel back for new year, so we have been trying to create more welcoming shows for our community and continue getting better each year
Andrew:

Have you worked with staff at EMPAC?
How are you planning to accommodate the large amount of people?

WangKun:

We were thinking of charging a fee to enter or first come first serve basis
We have not worked directly with staff, but we have worked with Cameron

Matt Rand:

EMPAC does charge for man hours
There is a performing arts budget there is a specific fund for clubs to use

Matt Heimlich:

It says a total expense of $1400, so are you asking for $650? How did it get there?

WangKun:

Right now we are using UPAC Lights and UPAC Sound for shows, so our $750 for UPAC also goes to this event

Matt Rand:

This is for approval of the program overall
The plan is to come back in the Fall and receive funding

Chris:

You have the actual staff?
Do the other schools bring guests to view the show?

WangKun:

Yes, they do bring audience about 50 people and SUNY Albany may also be coming, but we don’t know

David:

Events like this is why we have the performing arts budget

Chris:

I was in west hall while this was happening and there was this huge event and everyone was definitely having a good time and the union does not do enough to fully support them and they should be getting more of their support
I’m a fan

Ananya:

Is the performance budget just for multicultural clubs?

Ida:

No, the performing arts budget is for everyone, but we are working on it

MOTION #2: MOTION TO APPROVE CSSA PROGRAM PROPOSAL PEDING FUNDING PASSES 15-0-1

Statute of Limitation Clause

CJ:

I am the author of this motion and I apologize for this not being formal business

After the Ad Hoc Committee’s report was approved last week, I was approached by a club and we went over their classification and their response was that it was all 10 plus years ago

There is no statute of limitations clause, so in our discussions we decided this would be an important clause to add in

8 years typically is the time when organization change their mentality and seems like a pretty safe number to put in there

In our discussions we came to this conclusion we had to classify them but if there was a statute of limitations then there are adjustments that could be made

Ciera:

This is something clubs came to us suggesting

This is one of the reasons the Ad Hoc Committee discussed in the first place

This not only betters the policy as a whole, but we are directly saying that we want to do something about it to make sure there are no more issues in the future and that we are not going to be punishing clubs forever

It can be debated but this is something our clubs asked of us as an Executive Board

Ryan:

This is a good idea and makes it more fair for the clubs

Anissa:

That club has specifically tried to distance themselves from the nationals

CJ:

Alpha Delta Phi is a fraternity
Alpha Delta Phi Society is different which is what was looked into at the Ad Hoc Committee

John:

Does the club classifications policy look specifically into national and collegiate affiliation?

Ciera:

They were a fraternity for a very long time and after a while it became coed and then the national wasn’t into it so they eventually separated so they broke off

They changed themselves to ADPhi literary society

They have the same history but they had the split in ‘92

The one on campus is the coed literary society

Tejas:

The club classification policy is an expectation we have for clubs

There is no set case for violating it

I don’t see the point of adding it

It doesn’t really matter today

David:

I think this brings up the point that when evaluating a group, the group should be involved in the process

CJ:

When someone comes in a literary society and someone finds a document saying they are a risk, we are trying to say that we still support them and it is a way to improve our current policies

Anissa:

I want to table this until next week so we can bring it to policies

MOTION #4: MOTION TO TABLE PASSES 10-3-1

MOTION #3: AMEND THE RENSSELAER UNION CLUB CONSTITUTION THAT ADDS THE FOLLOWING AS ATTACHED (tabled)

MOTION #5: I MOVE FOR AN OPT OUT POLICY TO SLEEP MORE THAN TWO PER HOTEL ROOM (RULED OUT OF ORDER)

Committee of the Week - Club Ops

Caitlin:
Active minds came in tonight
We have a club looking to work with Sodexo to donate food to local shelters
She’s the First is affiliated with a national
They hope to provide scholarships and support to women in undeveloped nations
Slavic Students Association
RPI Believers who are working with Father Ed
We have been moving to get all of these clubs through and are working on creating a new club starter constitution
ClubOps is 7 on Wednesdays

Directors Report

Martha:

Working on third quarter forecast where each SARP looks through each of their club’s budgets
Look at where those budgets will end up at year end and it looks at about an $87,000 return and that would go into facilities reserves so that’s what were at right now

Steve:

Mueller Center wise we are holding a Ladies Lift and Learn and we started out with a program and we have 53 of the 60 spots filled
Dance Team came back from nationals and they did really nice jobs at nationals
Racquetball came back and they came in 2nd in the nation for two years in a row
Quidditch is leaving for the world cup
Last year they were 8th place and this year they are hoping to make it to the final four
The bids are in for the new plates to get rid of the ones we’ve had for over 20 years and we are doing it out of the endowment account

Senate Report

Stef:

We went over committee reports and we worked on appointing new officers
The applications are closing on Sunday
Next week we will be appointing all the chairs and officers
Presidents Report

Justin:

Applications are open until Tuesday at midnight

There are applications for committee chairs and representatives

Member Reports

Rasika:

Jumanji is for free

Ladybird is on

Jashn is in Academy Hall

Accepted student day is also on Saturday

Caitlin:

Are we having a StuGov table for the Accepted Student’s Day?

Rasika:

Mueller center is doing Acai bowls

I think it’s on the 20th

Ciera:

Jazz ensemble is holding a dinner

It is $25

I highly recommend everyone attend

It has everyone performing and had people come in to sing so everyone please go

Tickets on event bright

CJ:

Martha is wonder woman and there were some issues with the rugby team and their transportation

Some things fell through and they were supposed to leave for DC and Martha spent the entire day trying to figure out how to get them to DC

Make sure clubs get them through procurement super early

I talked to a bunch of the rugby guys and they had a good time so
I am very disappointed in the PUs opinion to rule my motion anymore
I wanted to get the policy into writing and have an estimated date
I was disappointed in the snap judgement
Thank you for the great year

Matt Heimlich:

UG council, registration is now open for senior week
I’m running the Paint and Sip
The ring dinner happened
2021 look forward to a Class Tree event coming up

Kay:

Shout out to Dean Apgar for going to the union event during GM week to the journalist speaking
Secondly, I think it’s really important for the future
We all need to work together and we need to work together and stay willing to communicate on what we disagree on
We need to be willing to work with people on the board or the committee so that’s where the inefficiency so I don’t think this issue should be coming up for next year
We are so special as a board because we are so open as a board so I want it to continue being a tradition of the executive board

Justin:

Adjourned 10:09 PM
CONSTITUTION OF THE ACTIVE MINDS, VERSION 1

ARTICLE I. Name

The name of this organization shall be Active Minds, hereafter referred to as the Club.

ARTICLE II. Purpose and Lifetime

Section 1. Purpose

a. We are a group of RPI students working together to raise awareness across campus about mental health, overcome the stigma associated with it, and emphasize support networks available for people affected by mental illness. We will be involving professionals in this field from around Troy for events hosted by the club, including but not limited to psychologists, psychiatrists, and support groups. We will mainly be marketing our events towards students in order to decrease the stigma and broaden the conversation about mental illness and the overall importance of mental health. Conversations and information sessions will be held in order to better inform our community on common mental illnesses that affect many college students. We as a club additionally hope to inform others on appropriate ways to support their family, friends, and peers who may be struggling with a mental illness.

Section 2. Lifetime

a. The Club shall cease to be recognized or affiliated with the Rensselaer Union 12 months from the adoption of this constitution unless:
   i. a new constitution is adopted by the Club and subsequently presented to and approved by the Rensselaer Union Executive Board or delegated authority;
   ii. or this constitution is presented, with this section removed, as the permanent constitution of the Club to and approved by the Rensselaer Union Executive Board or appropriately delegated authority.

ARTICLE III. Membership

Section 1. Equal opportunity and Hazing

a. It is the policy of the Club to provide, to the maximum extent feasible, equal opportunity to all qualified individuals without regard to race, ethnicity, color, religion, national origin, gender, sexual orientation, or disability for all aspects of the Club’s activities.

b. Hazing, reckless or intentional endangerment to health, or forced consumption of alcohol or other drugs for the purpose of initiation into or continuing membership of the Club is strictly prohibited.

Section 2. Definition of Membership
a. To be eligible for Regular Membership, a person must be a registered student of Rensselaer Polytechnic Institute and have paid the Rensselaer Union Activity Fee for that semester or be the spouse or legal dependent of a qualified person under this paragraph.

b. To be eligible for Associate Membership, a person must be a registered student of Rensselaer Polytechnic Institute that has not paid an activity fee, a member of the RPI alumni, faculty or staff, or a registered student at a Hudson-Mohawk Consortium School currently enrolled in courses at Rensselaer.

c. To be eligible for Volunteer Membership, a person must not be eligible for any previously defined form of membership; volunteer membership is open to any person whose talents, skills, or knowledge will assist the organization in fulfilling its purpose.

Section 3. Obtaining Membership

a. To obtain Regular Membership a person must attend one meeting, pay any required dues and fees, and submit Membership Information to the Secretary.

b. Other Membership may be subject to the approval of the Executive Committee (as defined in Article V, Section 1). Decisions regarding the approval of new members may be overturned by a majority vote of the Club.

c. The Rensselaer Union Executive Board may verify the eligibility of any member through the Office of the Registrar or Bursar.

Section 4. Continued Membership

a. Membership shall be forfeited after the third General Meeting of a semester if the member has not renewed their membership by attending at least one meeting, paying any required dues and fees, and submitting any changes in Membership Information to the Secretary

   i. For the purposes of this document the summer semesters shall not constitute a semester.

b. Membership is automatically forfeited any time a member no longer meets the requirements for membership. If the person meets the requirements for another form of membership their membership shall be immediately transferred to the new class of membership.

Section 5. Voting Rights

a. Only Regular Members shall be eligible for voting rights. Each member with voting rights shall have one vote.

b. A member has voting rights by being in good standing with the Club. A member is in good standing if they have attended two (2) of the previous (4) General Meetings. Voting rights may also be granted at the request of a Regular Member at the discretion of the Executive Committee.

c. Voting rights are forfeited when a member:

   i. is no longer a Regular Member,
ii. requests the removal of voting rights by written communication to the Executive Committee, or

iii. is no longer in good standing.

d. Voting rights are required to vote on any matter of business presented at a General Meeting or to vote in the Elections Meeting.

Section 6. Membership Information

a. The Club shall obtain the following information on its members:

i. Preferred first and last name,

ii. Rensselaer Identification Number, if applicable,

iii. Rensselaer Computer System (RCS) ID, if applicable,

iv. E-mail address,

v. Record of payment of appropriate dues and fees, and

vi. Any additional information required by the Rensselaer Union Executive Board.

b. Other information may be collected by the Club as directed by the Executive Committee. Members shall not be required to submit this information as a condition of membership.

c. All information gathered by the Club of its members other than the names and level of membership shall be confidential and only released to the Rensselaer Union Executive Board and Rensselaer Union administration staff as required.

Section 7. Removal of Membership

a. A member may be removed for failure to comply with this constitution or Club policy, violation of the Student Code of Conduct, or violation of the policies of the Rensselaer Union Executive Board.

b. To remove a member at least 10% of the members with voting rights (no less than three) or the Executive Committee may call for a hearing to remove the member. Notice shall be given to the member at least one week prior to the hearing. A two-thirds vote of members in with voting rights is required to remove membership rights.

c. Any regular member may appeal their removal by petitioning the Judicial Board of the Rensselaer Union and any other member may appeal their removal by petitioning the Executive Board. The removal remains in effect until reversed.

Article IV. Officers

Section 1. Officers

a. The elected Officers of the Club, in order of rank, shall be the President, Vice-President, Treasurer, and Secretary.
i. The President shall be responsible for all activities of the Club and shall be the chief spokesperson for the Club. The President shall call and preside over all Executive Committee and General Meetings. The President shall coordinate all Club activities not delegated to another officer or committee and shall coordinate and direct the other officers in all Club matters. The President shall fulfill the duties of the Vice President in their absence.

ii. The Vice-President shall reserve all rooms and spaces for all Club activities not delegated to another officer or committee. The Vice President shall be responsible for the duties of all other officers in their absence and shall remain apprised of all committee work reporting the status of said committees to the Executive Committee as required.

iii. The Public Relations Chair shall be in charge of reaching out to new organizations as well as maintaining current relationships with other organizations. They will also run the social media accounts to maintain the club's presence on campus and off.

iv. The Treasurer shall be responsible for all financial matters of the Club not delegated to another officer or committee. The Treasurer shall collect and disperse funds and report the status of all dues and fees payments to the Secretary.

v. The Secretary shall maintain and submit the membership list and officer list as required to the Rensselaer Union Executive Board. The Secretary shall record and archive the minutes from all meetings as required by the Club and shall maintain any archives the Club may choose to have.

b. The President may create and fill additional temporary officer positions expiring at the end of the current semester with the approval of the Executive Committee.

Section 2. Eligibility for Office

a. In order to be eligible for office a person must be a Regular Member of the Club.

b. If a person may be unable to complete the term of office, they shall inform the club of their inability to complete the term of office before being eligible to hold office.

c. A person may not hold more than one elected office concurrently.

Section 3. Elections

a. Elections must be held at least once per academic year.

b. The Elections Meeting shall be announced no less than two weeks in advance to the Club Membership.

c. Two-thirds of members with voting rights shall constitute quorum for the Elections Meeting. If quorum cannot be convened the Elections Meeting shall be postponed to a time set by the Executive Committee.

d. The Elections Meeting shall be presided over by the Elections Chair. The Elections Chair shall be a member of the Club ineligible for office and selected by the Executive Committee. If no
person exists or can be agreed upon then the Election Chair shall be a person who voluntarily
forfeits their eligibility for office and is agreed upon by the Executive Committee. The Elections
Chair shall set the rules for the Elections Meeting subject to the approval of the Executive
Committee.

e. Officers shall be elected in order of rank.

f. A candidate must receive a majority of members present to be elected to office. All votes shall
be by secret ballot.

g. If any member suspects that the Election Meeting is not conducted fairly or is conducted with
intent to deceive the membership the member should notify the Rensselaer Union Executive
Board.

Section 4. Term of Office

a. A term of office begins two weeks after the Elections Meeting and ends at the beginning of the
next term of office.

Section 5. Removal from Office

a. An officer may be removed from office for failure to perform duties satisfactorily, failure to
comply with this constitution or Club policy, violation of the Student Code of Conduct, or
violation of the policies of the Rensselaer Union Executive Board.

b. A hearing to remove an officer shall be called at the request of at least 10% of the members (no
less than three) with voting rights or by the Executive Committee. Notice of this hearing shall be
announced to the membership at least one week before it is to be held. All reasonable effort
must be made to schedule the meeting at a time when the officer who is the subject of the
hearing may attend.

c. Two-thirds of the members in with voting rights shall constitute a quorum for such a hearing.

d. The highest ranking officer not the subject of the hearing shall preside over the meeting and
cast no vote.

e. A two-thirds vote of members in with voting rights is required to remove an officer from office.
The officer shall remain a member of the Club.

Section 6. Succession

a. Should an officer resign, be removed from office, or otherwise become incapable of continuing
in office, the Executive Committee shall immediately notify the Club membership of the vacancy.

b. Except in the case of the President, the Executive Committee shall appoint an interim officer to
fulfill the duties of that office until an election can be held. The Vice President shall become the
Acting President if the President’s office is vacant.

c. The President or Acting President shall call an Election Meeting for the purpose of electing a
permanent replacement to fulfill the remainder of the term of office. During the Rensselaer
Polytechnic Institute Fall and Spring Semesters this meeting shall take place no later than three
weeks after the time of vacancy. If the vacancy occurs while Rensselaer is not in session or
during the Rensselaer Summer Session then the President or Acting President shall call the meeting no later than three weeks after the next semester begins.

d. Elections for a replacement shall follow all applicable procedures under Section 3 of this article.

Article V. Committees

Section 1. Executive Committee

a. The Executive Committee consists of all elected officers of the Club as voting members and all temporary officers as non-voting members. It shall be chaired by the President who shall cast no vote except in the case of a tie.

b. The Executive Committee shall conduct all business of the Club between General Meetings and be the governing body of the Club.

c. Decisions of the Executive Committee may be overridden by a majority vote of the Club Membership when called for at a General Meeting.

Section 2. Temporary Committees

a. Additional temporary committees may be created by the Executive Committee to deal with specific matters.

b. The Vice President shall chair all temporary committees unless otherwise specified by the Executive Committee.

Article VI. Meetings

Section 1. General Meetings

a. General Meetings shall be called by the President and the Club shall have a minimum of two General Meetings in the Fall and Spring semester. The President shall call a General Meeting at the request of at least 10% of the members (no less than three) with voting rights or at the request of the Executive Committee.

b. All General Meetings shall be open, unless voted closed to conduct business. Business may only be conducted if a quorum is present. Quorum to do business at a General Meeting shall be a majority of the members with voting rights.

c. A majority vote is required to conduct business of the Club unless otherwise specified in this constitution. The President may only vote in the case of a tie.

Section 2. Executive Committee Meetings

a. Executive Committee Meetings shall be called by the President as the need arises to conduct the business of the Club and Executive Committee. The President shall call an Executive Committee Meeting at the request of two members with voting rights of the committee or two members without voting rights and one member with voting rights.

b. Quorum to conduct business at an Executive Committee Meeting shall be a majority of its voting members.
c. Executive Committee Meetings shall be open unless voted closed.

Section 3. Other Meetings
a. Meetings may be called by other committees to conduct their business. They shall be open unless voted closed.

b. Quorum to conduct business of a committee shall be a majority of its members.

Article VII. Finance

Section 1. Budget
a. The Treasurer shall be responsible for compiling and soliciting budgetary proposals from the Club membership.

b. The Executive Committee shall review the budgetary proposals and direct the Treasurer to compile the annual budget. The Executive Committee shall approve the final budget.

c. If the Club is a Union Funded Club the Treasurer shall be responsible for presenting the final budget to the Rensselaer Union Executive Board for approval.

d. The Treasurer shall oversee and manage the implementation of the budget. The Treasurer and the President or the Vice President while acting as President or Treasurer shall have the authority to sign Club financial documents.

Section 2. Financial Procedures

The Club shall follow all Rensselaer Union financial policies and procedures.

Article VIII. Policies, Standing Rules, and By-Laws

Section 1. Availability
a. All policies, standing rules, and By-Laws shall be made available to any Activity-Fee paying student or interested member upon request and shall be published wherever this Constitution is also published. This constitution must be published on CMS, the Club website, and on file with the Union.

b. A copy of the By-Laws must be placed on file with the Rensselaer Union Administration Office within five business days following their approval.

Section 2. Policies and Standing Rules

The Executive Committee may adopt Policies and Standing Rules for the Club that are non-governing but that constitute good operating practice.

Section 3. By-Laws

The By-Laws of the Club shall be approved by a majority vote at General Meeting.

Article IX. Affiliations

This Club shall have no affiliations or governing relationships with any organization except the Rensselaer Union unless approved by the Rensselaer Union Executive Board.
Article X. Ratification and Amendments

Section 1. Supremacy Clause

a. If any part of this Constitution or the By-Laws violate or contradict the policies of Rensselaer, the Rensselaer Union, or applicable federal, state, or local laws then the contradicting parts of the Constitution or By-Laws are invalid.

b. If any part of the By-Laws violate or contradict this Constitution then the contradicting parts of the By-Laws are invalid.

Section 2. Ratification

a. This Constitution shall be effective immediately upon the ratification by a two-thirds majority of the members with voting rights and subsequent approval of the Rensselaer Union Executive Board or the properly delegated authority.

b. If it becomes necessary that any part of this constitution be changed, or that additions are to be made, a two-thirds majority vote of the members with voting rights and subsequent approval by the Rensselaer Union Executive Board or the properly delegated authority is required.

Section 3. Abrogation

This Constitution, upon its adoption, shall abrogate any previous governing documents relating to the Club. This shall not be construed as to deny any office or position to anyone serving out a term elected under a previous constitution.
RENSSELAER UNION NEW CLUB EVALUATION

1. Club Information
   a. Club Name: Active Minds
   b. Club Contact Name: Emily Stiklickas
   c. Club Contact’s Position, if applicable: Interim President
   d. Phone Number: (516) 567-2129
   e. RPI Email Address: stikle@rpi.edu

2. Purpose Statement - In 2-3 sentences, using 3rd person, describe your club’s purpose and the benefits to those who join the club and to the Union as a whole:
   Active Minds is a group of RPI students working together to raise awareness across campus about mental health, overcome the stigma associated with it, and emphasize support networks available for people affected by mental illness. As a club, they additionally hope to inform others on appropriate ways to support their family, friends, and peers who may be struggling with a mental illness.

3. What are the goals of your organization? What annual or one time activities will you hold/have you held to reach these goals?
   We will hold an annual walk in the fall for Mental Health Awareness and Suicide Prevention to show our presence on campus and get students involved. This walk will not be a fundraising event, but it will invite counseling organizations from the area and the school to attend and answer questions any students may have. We will also look into having half or full day summits with speakers on mental health to be given to organization heads on campus to spread information that way.

4. What unique opportunities can your club to bring to campus?
   Our club will bring mental health into a much more public setting and allow students who are shy and may not know how to handle their stress or emotions to reach out and become more aware of ways to seek help. This will also help RPIs campus become a much safer space for those who suffer from mental illness as we will try to change the negative stigma about mental illness through information.

5. Has your club held an event that was open to the entire campus?
   Not yet, but we plan to have a walk as previously stated that would be open to the entire campus. We want this clubs activities and events to be as all-inclusive as possible.
6. Please attach three meeting assessments (or email to policies@union.rpi.edu)
   a. Assessments should include:
      i. Date of meeting
      ii. Number attending
      iii. Location/time
      iv. Meeting Minutes
      v. How did you advertise?
      vi. Personal evaluation of the meeting’s successfulness

7. Which category would best describe your club?
   a. Academic or Professional
   b. Campus Programming
   c. Club Sports
   d. Greek Life
   e. Hobby or Special Interest
   f. Multicultural
   g. Recreation & Fitness
   h. Religious
   i. Service & Volunteerism
   j. Other:

8. What is the membership of your club? What are the class years of the club’s members?
   Currently the membership includes about 18 students who are interested in helping increase awareness on campus. The class years of these students include Classes of 2019, 2020, and 2021. We hope to increase our membership in the fall at the activities fair.

9. Who are the leaders/officers of your club and what are their responsibilities?
   The official officers will be elected once the club is established. These positions include the Secretary who will keep track of membership information and take meeting minutes at all meetings, the Treasurer who will handle any money that is fundraised for specific events and purposes or any money that is budgeted to the club in the future, the Public Relations Chair who will be in charge of reaching out to new organizations and running the social media accounts to maintain presence, the Vice President who will be in charge of keeping meetings on track and answering questions had by the general body as well as working with the President who will oversee all operations and be the head of committees working on events run by the club. All of these positions are required to attend the events held through the club with excused absences allowed.

10. How will you grow and retain your club’s membership?
    We will attend the activities fair every fall and do our best to maintain our presence on campus with our walk plus small events throughout the semester to aid in student’s mental health and improve the overall quality of life for them.
11. Why are you pursuing recognition?

We would like to be an established club on campus because it would allow us to work with the Union and utilize club resources for the mutual benefit of our club and the students. We would be able to reserve rooms for our meetings as well as have a budget for our larger events on campus which would improve our ability to reach more students.

12. Are you affiliated with an off-campus or national organization?

No, we are not currently affiliated with the national active minds organization.

13. Does your club intend to request a budget in the future? If so, what things would be requested (instructors, equipment, rental fees, etc.) Please be aware that recognition must be granted a semester in advance of a request for a budget.

We would intend to request a future budget. We would most likely ask for money to fund our mental health awareness walk which would include possible rental fees and equipment for that event. We may also request a budget for speakers in the future for a possible mental health awareness summit.
Active Minds Interest Meeting
Tuesday, March 6th from 8:00 PM to 9:00 PM in the Union, Mothers

Advertisements:
   Facebook Event

Attendance: 7
   1. Emily
   2. Becca
   3. Teddy
   4. Brigitte
   5. Majdi
   6. Collum
   7. Smriti

Agenda:
   - Personal introductions
   - Mission statement and statement of purpose
   - Goals for the future
   - Next interest meeting will be next Thursday, March 22nd

Evaluation:
   Successful based on amount of advertising done
Active Minds Interest Meeting  
Thursday, March 22nd 8pm-9pm in the Union Patroon Room 

Advertisement:  
   Residence Email  
   Facebook Event  
   Shared in class group pages 

Attendance: 7  
   - Emily  
   - Becca  
   - Cliff  
   - Varsh  
   - Dan  
   - Sydney  
   - Yasmin 

Agenda:  
Intros  
   • 7 people total (4 new)  
General Overview of Club ideas  
Ideas:  
   • Reach out to Troy high school and middle schools → have a Mental health day, raise awareness and point out their resources  
   • Volunteer at hospitals nearby to expand our presence  
Walk details  
Club details and constitution  
   • Max years of Presidency? 1 year? 2 years?  
   • New logo for “Active Minds” Facebook page and in general  
   • Instagram - post stats and pictures 

Evaluation: Very successful, the meeting had 4 new members who are very enthusiastic about the organization and being a part of it! Plenty of great ideas spoken about by attendees.
Active Minds Interest Meeting  
Thursday, March 29th 8pm-9pm in the Union Patroon Room

Advertisement:  
Facebook Event  
Shared in class group pages

Attendance: 9  
- Emily  
- Bobby  
- Ayush  
- Sydney  
- Yasmine  
- Cliff  
- Talitha  
- Kaya  
- Bhakti

Agenda:
Intros  
• 9 people total (5 new)

General Overview of Club ideas
Ideas:  
• Get a speaker from the APA for after the walk  
• Motivational speakers come in?  
• Get a walk in counselor to come to the union weekly  
• Stop the mentality of “The school is the reason I’m not doing well”  
• Northwestern Freshman Walk?  
• Mindful Exercises

Walk update:  
• There will not be a walk this semester  
• Plan to have a walk in the fall  
  ○ September or October 10th?

Club details and constitution

Evaluation: This meeting was the biggest success yet, with the largest attendance and many new faces who are very passionate about helping this club achieve amazing things!
EXECUTIVE BOARD PROPOSAL COVERSHEET

Chinese Student & Scholar
CLUB
HEAD CLUB OFFICER

302003
ACCOUNT NUMBER

PRESENTER

Zhaowen He
PHONE NUMBER / EMAIL

Present Rensselaer Union Subsidy: $2,550

No. of Members
RPI Students: 150
Faculty/Staff: $_______
Community: 100
Dues/person/yr.: $_______

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>EMPAL Theater</td>
<td>$1,000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>$1,400</td>
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</tbody>
</table>

Total $1,400
Additional Subsidy Request Total $650
(Expense less Income)

JUSTIFICATION & EXPLANATION:
Has this been requested before? No
(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
Reviewed by Rensselaer Union Finance Coordinator
Reviewed by Rensselaer Union SARP

COMMENTS by Rensselaer Union SARP

COMMENTS by E-Board Representative

☐ Approved ☐ Reserves
☐ Not Approved ☐ Contingency

Form available for download at union.rpi.edu/club-finance
RPI CHINESE STUDENTS AND SCHOLARS ASSOCIATION
PROPOSAL FOR USING EMPAC
For Chinese New Year Festival

OVERVIEW

RPI Chinese Students and Scholars Association (CSSA) is pleased to submit this proposal for services to support Rensselaer Polytechnic Institute in achieving its goals for promoting social interactions and friendship among the students from the People’s Republic of China and the Rensselaer community by hosting an annual show to celebrate the Chinese New Year.

Chinese New Year is the most important holiday in China. In 2016, Chinese New Year begins on February 16 and marks the beginning of the Year of the Dog. Tied to the Chinese lunar calendar, the holiday was traditionally a time to honor household and heavenly deities as well as ancestors. It was also a time to bring family together for feasting. Many Chinese families spent a significant amount of their discretionary income celebrating the Spring Festival with traditional symbols and food. They also spent time watching the televised Spring Festival Gala: an annual variety show featuring traditional and contemporary singers, dancers and cultural demonstrations. Our goal is to make the international students feel at home with our own Spring Festival Gala.

The Chinese New Year has important cultural significance to all Chinese people. It is the purpose of all CSSA around the globe to provide a celebration for this essential holiday. This year, RPI CSSA cooperated with Union College CSSA and Skidmore College CSSA to bring a quality performance for the far away from home to see. As the population of international students from China grows, we strive to provide better shows every year. Just this year, the attendance for our Chinese New Year Festival has reached a record breaking number of 350 students. We have invited over guests from Consulate General of the People’s Republic of China in New York, including a counselor and three consuls. As we aim to provide better shows for the homesick students every year, we aim to provide them with a better viewing environment as well.

The Objective
- Provide international students far away from home to familiar shows from the same cultural background
- Cooperate with CSSA from others schools and promote communication between nearby universities
- Promote interaction and cooperation between students from China and Rensselaer community

The Opportunity
- Promote interaction and cooperation between students from China and Rensselaer community
- Introduce Rensselaer students to Chinese tradition and culture
- Encourage cultural interaction within the Rensselaer community

The Solution
- Provide a formal stage for performances and better seating for students
- Professional music, light and stage crews to make sure event is perfect
OUR PROPOSAL

To host annual Chinese New Year celebration in EMPAC.

Rationale

- Better viewing experience for students and guests
- Advertise the Rensselaer community to other schools
- Promote Chinese culture to the Rensselaer community

Timeline for Execution

Key project dates are outlined below. Dates are best-guess estimates and are subject to change.

<table>
<thead>
<tr>
<th>Description</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advertisement on social media and campus</td>
<td>Start of spring term</td>
</tr>
<tr>
<td>Contacting other school and Chinese embassy</td>
<td>Start of spring term</td>
</tr>
<tr>
<td>Accepting submission for shows</td>
<td>Start of spring term</td>
</tr>
<tr>
<td>Recruit crew</td>
<td>Jan 25</td>
</tr>
<tr>
<td>Vote for shows</td>
<td>Jan 25</td>
</tr>
<tr>
<td>Duty distribution</td>
<td>Jan 25</td>
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<tr>
<td>Show programming</td>
<td>Feb 1</td>
</tr>
<tr>
<td>Rehearsal</td>
<td>1:00 – 4:00</td>
</tr>
<tr>
<td>Lunch break</td>
<td>4:00 – 5:00</td>
</tr>
<tr>
<td>Show starts</td>
<td>7:00 – 10:00</td>
</tr>
<tr>
<td>Cleanup</td>
<td>10:00</td>
</tr>
</tbody>
</table>
CONCLUSION

We look forward to working with Rensselaer Polytechnic Institute and supporting efforts to improve out campus activities with better events every year. We are confident that we can meet the challenges ahead, and stand ready to deliver the best Chinese New Year festival gala ever.

If you have questions on this proposal, feel free to contact WangKun Zhang at your convenience by email at zhangw16@rpi.edu or by phone at 718-496-8050.

Thank you for your consideration,

WangKun Zhang
Chair of Cultural Affair Dept
Motion # 1

Date: 4/12/18

I move that the Rensselaer Union Executive Board approve Active Minds as a Union Recognized Club.

So moved by:

Caitlin Kennedy
Signature

Seconded by:

Matthew Heinrich
Signature

For Against Abstaining
10 3 3

Motion Passes Fails
Motion # 2
Date: 4/12/2018

I move that the Rensselaer Union Executive Board approve the Chinese Students and Scholars Association's proposal to utilize EMPAL for their Chinese New Year Festival, pending funding.

So moved by: 

[Signature]

Rasika Eknalikar
Printed Name

Seconded by: 

[Signature]

Ananya Murali
Printed Name

For Against Abstaining

15 0 1
Motion # 5
Date: 4-17-2008

I move that the Rensselaer Union Executive Board amend "The Rensselaer Union Club Classifications" page one, bullet one to add the following statement to the conclusion of the point: "The statute of limitations for all inappropriate behavior is set at 5 years for collegiate chapters and 8 years for national organizations."

So moved by:

Signature

Christopher J. Markum
Printed Name

Seconded by:

Signature

Andrew J. Walter
Printed Name

For        11      Against  1     Abstaining

Motion:   Passes / Fails
Motion #5
Date: 4-12-2018

I move that the Rensselaer Union Executive Board create an opt-out policy allowing club athletes to sleep more than 2 per hotel room, as long as there is unanimous team approval.

So moved by:

Signature

Christopher J. Markum
Printed Name

Seconded by:

Signature

Andrew J. Waltzer
Printed Name

For Against Abstaining Motion: P