Rensselaer Union
Executive Board

Attendance

9/14/17
_____
Date

Matthew Rand, President of the Union

Rasika Ekhalikar, Vice President of the Union

CJ Markum, Graduate Rep

Erica Lane, Class of 2018 Rep

David Raab, Class of 2019 Rep

Anissa Choiniere, Class of 2020 Rep

Ida Etemadi, Club/ICA Rep

Kay Sun, Club/ICA Rep

Ciera Williams, Club/ICA Rep

Majken Rasumssen, Club/ICA Rep

Ananya Murali, Club/ICA Rep

Brookelyn Parslow, Club/ICA Rep

Caitlin Kennedy, Member at Large

Caroline Ringel, Member at Large

Jared Segal, Member at Large

Brian Mansaku, Member at Large

Matthew Heimlich, UC Rep

Ezra Teboul, GC Rep

Joe Venusto, Senate E-Board Liaison

Rensselaer Union
Executive Board

Guests(Please Print)

Steven Allard

Travis Apgas

Lauren Pencille

Sidney Kochman

Nathan Musravi

Amelia Greene

JUSTIN ETZINE

E-Board Minutes

September 14, 2017

Quorum reached 8:07pm

P-Board Appointment

Lauren:

 P-Board was primarily planning the After Dark events, but would like to step back from that

  Should focus on marketing through faculty involvement and participation

  Try using a punch card system, so if multiple events are attended, a small prize could be won

Caitlin:

  Can you give some of your background?

Lauren:

  I am part of the GM Week committee, and have been an RA for the past year as well as this one

Jared:

  Could you tell us your plans for the smaller UPACs (comedy and concerts)?

Lauren:

  I would like to help them with recruitment and retention and listen to what they have to say

  I am not entirely familiar with their set up, so I need to consult more with their officers

Kay:

  What are your top goals?

Lauren:

  Faculty involvement, more communication between smaller and larger programming groups to improve on overlap of events, and more collaboration between programming committees

LAUREN EXITS ROOM

Caitlin:

  Where was she at the end of last year?

Rasika:

She was GM Week chair and that position is demanding and busy

MOTION TO APPOINT LAUREN PENCILLE AS P-BOARD CHAIR PASSES 11-0-1

Pharmacy Space Proposal

Ida:

The Business Operations Committee is recommending the SGS Club Library for the location of the prescription delivery service in the Union

The windows can be frosted or a banner can be placed over it for privacy

Available 11-1 on Monday, 4-6 on Wednesday, but the Friday times need to be revisited as the library is reserved

Kay:

We should check Marra's availability as well

David:

May need to suggest American Nuclear Society (ANS) to move spaces

Caitlin:

Ask if ANS can move, but don't pressure them

It is easier to change Marra's time than it is to change a club meeting time

What happened to the dark room idea?

Ida:

The room is small and would require too much work to make it suitable

Matt Rand:

We don't need to frost the glass if the doors are closed

Brian:

Can they talk privately? Is it closed?

Ida:

It is private and they could have people wait outside in the lobby

MOTION TO ALLOW MARRA'S TO BE IN RENSSELAER UNION ROOM 3124 (SGS CLUB LIBRARY) SIX HOURS PER WEEK PASSES 13-0-0

Sysadmins WebTech Infrastructure Agreement

David:

This agreement will mean that the Union will be running their RPI domains more directly

Sid:

The reason this exists is because we have a good working relationship, but we decided to write it down for future purposes

MOTION TO APPROVE THE NEW ATTACHED WEBTECH AGREEMENT PASSES 10-0-3

E-Board Constitution and Bylaws

Matt Rand:

This is the fun part

We will be going article by article through these documents to know our day to day operations

The Union Constitution establishes the Rensselaer Union and the governance of the Rensselaer Union

The Director of the Union is an employee of the Union who may not veto any E-Board decisions, but can ask Senate to begin impeachment procedures against any member of the E-Board or Senate

The E-Board can bring charges against the Director to the J-Board

The Executive Board is presided over by the PU who appoints members who are confirmed by a vote of the Senate

The E-Board can have a maximum of 20 voting members and a minimum of 15 voting members

The senate is the representative elect body of the Union that serves as the chief legislative and policy-making body of the Union

The Judicial Board hears appeals to student conduct cases and determine the constitutionality of the actions taken by other student government bodies

The J-Board consists of the chairperson, 6 voting members, and 5 alternate members who are confirmed by the Senate

The Undergraduate Council is the legislative branch of the Union that serves as an oversight body for the Class Councils, approving budgets and ensuring regular business

The Graduate Council holds cohort and unity-building events for graduate students, meets regularly with the Office of Graduate Educations, and is presided over by the Graduate Council President

If there is anything else from the constitution you would like to know, it is in the google drive

Now we will move into the E-Board Bylaws

The Bylaws explain what we do and why we do it

Article I: Organization – established our name

Article II: Membership – defines what a representative is, clarifies that except for the SEL, no one may sit on multiple bodies of Student Government as a voting member

Article III: Officers – explains the process of appointing officers, explains the duties of Vice President and the Secretary, and it also allows non-voting members to serve on the board

Article IV: Duties – All members will serve on or chair a committee, attend all meeting, fulfill additional requirements, and remain is good academic standing

Article V: Meetings – defines the frequency of meetings, defines quorum (2/3s of voting membership), establishes all meetings as open meetings, allows emergency meetings to be called with 24 hours of notice, explains the special rules of order that may be adopted to help with procedure including electronic voting

Article VI: Voting and Debate – Only E-Board Reps may make motions, votes will be by simple majority, PU may rule a motion out of order, (2/3 vote overrules PU), PU may vote in the case of a tie, voting will be by show of hands, any member may motion for a roll call vote at any time (must be in alphabetical order)

Article VII: Committees – all committee chairs need a 2/3 vote to be approved, membership of committees is open to the student body, committees can establish their own policies, allows the E-Board to make temporary committees

Article VIII: Amendments – the bylaws are subject to amendments as the Board sees fit, must be passes by 2/3 majority, must be passed by the senate, must not violate any federal or local laws

ArticleIX: If the PU cannot fulfill the duties, the dities will go to Rasika, then the longest serving member of the Board in this case being Erica, the interim PU may only call meetings to discuss electing a new PU

Last part of training will be showing how CMS works

CMS shows the finalized budgets at the top of the club's page

The FOAPAL Fund and FOAPAL Org numbers will be needed when making proposals and included club contact info

Mailing lists can be made through CMS to contact specific groups

There will also be a membership list with RCS IDs, and on the top it shows everything the club has bought through the year

Caitlin:

Why didn't we wait to do training until after the Freshman come on?

Matt Rand:

Rasika and I will do a separate training with the new freshman who join the E-Board, but it is important for the current board so when freshman do come they have examples to be led by

Each section of the budget lists goals and the events that go under each goal along with each item that needs to be bought for each events

I encourage you all to go on CMS and play around, look at your club budgets, see their equipment purchases to prepare what will go on for the rest of the year

Director's Report

Steve Allard:

The assistant facilities position is going through the HR Office along with the assistant activities

The last committee meeting for the assistant director of the Mueller center will be tomorrow and we will be forwarding a recommendation to Dean Apgar

Very busy in the Union will all the activities going on

The Mueller center has 35 classes this year with more than 500 students, some new courses are successful including Sci-Fi writing, knitting, quilting, and sewing, and Muslim women's Zumba

Senate Report

Justin Etzine:

We had the counseling center recommendations report, the WebTech, and an RnE agreement, so if IFC fails to appoint the member, then the member at large would need to be chosen by that group

President Report

Matt Rand:

We had a candidate come in and meet 16 of us and we will be meeting another candidate soon and we will hopefully have a recommendation within the next few weeks

When you guys have any questions, comments, or issues

Brookelyn said one of the things we should do is be more transparent

Can we say we are being transparent if we close meetings to have these kinds of discussions?

We are already planning on having a meeting with myself, the policies chair, the senate liaison, the J-Board chair

Kay:

The point of closing meetings is because we a discussing sensational things, we don't want them to be offended when discussing these things

The person from archer center said we should give them more information and it is odd that we are not telling them why we made the decision, we should be giving them a decision as to why we are doing that

Caitlin:

I think we should close the meeting because it is not our business to tell the school about sensitive information about budgets and specific people

Ida:

Could we release bullet points of the closed meeting minutes?

Erica:

We do have the ability to do that based on 2/3 majority

Jared:

The point of closing a meeting is to protect sensitive information and for the outing club we did not want rumors moving around before official decisions have been made or decisions have been misinterpreted

David:

I thought it was good to close the meeting because it would not have been right to allow the specific moments and concerns that we discussed to be released

Brookelyn:

I think it led to more rumors by not releasing the information on the day of

Ciera:

How quickly did we inform them of the position?

Matt Rand:

 I had a meeting with them on Friday afternoon and had a phone conversation with all of them on Friday evening

However, no official notes were put into writing until today when we released a memo

It answered why fall lake George was canceled, should I have released it earlier? Yes, I probably should have

Ciera:

The motions after the meeting should not have been the only way that the Outing Club found out at first

The memo could have been read in different context.

Matt:

I think it would be wise moving forward to release a small memo or summary directly after the meeting

Ciera:

Releasing minutes may be inappropriate and cause more issues

Kay:

I agree with what Ciera and David said and the conclusion is to give us a collective voice so we have a collective reason

The purpose of closing the meeting is to convey the board's decision in a collective way

Jared:

The constitution never explicitly says we can take judicial action against a club

It is the J-Boards decision to decide what we can and cannot do in regards to judicial process

Brookelyn:

I don't agree because E-Board members should be held accountable based on what we said, you should not say is if you do not want to stand by it publicly

Justin:

E-Board should really be only holding procedural policies

Justin:

If we have a probation policy or are you insinuating that is should only be J-Board?

Jared:

Couldn't we make it a policy?

Justin:

The constitution defines it as such

Ciera:

The decisions re supposed to be the groups decisions, hypothetically

Ananya:

We should say the things that we mean but we should be held responsible

Brookelyn:

I think we made a mistake by not having the outing club there, we should be able to say

MOTION TO CLOSE THE CUE PASSES 13-0-1

Kay:

Originally I thought the information was private, but if Matt has already discussed all of then formation with the officers, then the public should know the process we took to reach this decision

Brookelyn:

I request a roll call vote

Rasika Ekhalikar - No

Ida Etemadi - Yes

Matthew Heimlich - No

Caitlin Kennedy – No

Erica Lane - Yes

Brian Mansaku - Pass

Anaya Murali - Yes

Brookelyn Parslow - Yes

David Raab - No

Caroline Ringel – No

Jared Segal - Yes

Kay Sun – Yes

Joe Venusto - Yes

Ciera Williams - No

Brian Mansaku - Abstain

MOTION TO RELEASED THE CLOSED MEETING MINUTES FAILS 7-6-1

Member Reports

Rasika:

      Cinema is having a showing

      Veterans association is having an event in here on the constitution

MOTION TO CONFIRM IDA AS HEAD OF THE MAP COMMITTEE PASSES 13-0-1

Kay:

      PAL meeting is this week and it is very fun

Joe:

      Terra Café has started up again

Erica:

      The budgeting guidelines will hopefully be before us in the next week to vote on a well as the club sun setting policy

Matt Heimlich:

      I'm the UC rep so expect an email in the next few days, class of 2019 has their class ring reveal coming out soon

Kay:

      Multicultural lounge is thinking of renovating the lounge so they will come by soon for approval by the board for money for renovations

Ananya:

      Did the veterans lounge finish getting renovated?

Matt Rand:

      It will be done within the next two weeks

MOTION TO CLOSE THE MEETING PASSES 14-0-0

Rensselaer Union
Executive Board

Agenda
September 14th, 2017

1. Roll Call @ 8:00 PM

2. Welcome

3. Presentations

    a. P-Board Appointment – 8:05 PM

    b. Executive Board Bylaws Overview – 8:35 PM

    c. Pharmacy Space Proposal – 8:50 PM

    d. SysAdmin/WebTech Agreement – 9:10 PM

4. Reports:

    a. Director's Report

    b. Senate Report

    c. President's Report

        i. Update on the Director of the Union

        ii. Update on Outing Club

        iii. Review of Goals

    d. Member Reports

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

Contingencies FY17 Beginning Balance $32,500
Contingencies FY17 this week $32,500

Sysadmins–WebTech Infrastructure Agreement

September 7, 2017

The Rensselaer Union Systems Administrators (Sysadmins) will provide the Student Senate Web Technologies Group (WebTech) with hosting for any websites and applications that they sponsor and develop.

Essentially, WebTech will maintain the code of the apps, while the Sysadmins will maintain the infrastructure that the apps run on top of. The Sysadmins will have root-level administrative access to the machines, in addition to the chairperson of WebTech and a small number of the chairperson's designees.

Responsibilities of the Systems Administrators

a. Make sure that the machines remain operational and allocate resources as needed by WebTech.
b. Assign domain names and route WebTech apps through the Union's reverse proxy.
    a. There will be no firewall exceptions granted directly to the machines.
c. Assist WebTech with how to run the apps, as needed, but not with development.
d. Ensure that the apps comply with any current or future policies set by the Division of the Chief Information Officer.
    a. If a security concern is reported to the Sysadmins by a DotCIO staff member, the first step will be to take the app offline. Then, contact will be made to the WebTech chairperson with steps on how to get it back online. At a minimum, this will occur via an email to her RPI email and may occur through other mediums as agreed to by the Lead Sysadmin and the chairperson of WebTech.
e. To take image backups of the entire virtual machine on a nightly basis.

Responsibilities of the Web Technologies Group

a. Operation of each of their applications.
b. Restrict root-level access to only the chairperson and as few other people as possible.
c. Tell the Sysadmins if they want their apps to send email.
    a. Email relaying will be accommodated through the use of an RPI device account so that any emails sent from a WebTech app bypass RPI's spam filtering setup.
d. Provide application level backups as they see fit.

Rensselaer Union
Executive Board

Motion # **1**

Date: **9/14/11**

I move that the Rensselaer Union Executive Board __confirm the__ __appointment of Lauren Pencille as__ __the chair of the Union Programs and__ __Activites Committee.__

So moved by:

Ananya Murali
Signature

Ananya Murali
Printed Name

Seconded by:

[signature]
Signature

Rasika Ekhalikar
Printed Name

For	Against	Abstaining
10	0	1
11		

Motion. **Passes**/Fails

Rensselaer Union
Executive Board

Motion # 2

Date: 9/14/17

I move that the Rensselaer Union Executive Board ~~allocates Marra's pick-up~~ K.S.
~~service to be in Club Library (Rensselaer Union 3124)~~
~~for six hours per week.~~

allocates Rensselaer Union
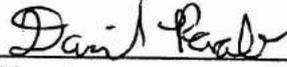Room 3124 for Marra's delivery service for six hours per week. DR

So moved by:

_____
Signature

Kay Sun
Printed Name

Seconded by:

_____
Signature

David Raab
Printed Name

For   Against   Abstaining

13 - 0 - 0

Motion: **Passes/Fails**

Rensselaer Union
Executive Board

Motion # 3

Date: 9/14/2017

I move that the Rensselaer Union Executive Board approve the Sysadmin - Lee Webtech Infrastructure Agreement, as attached

So moved by:

David Roob

Signature

David Roob

Printed Name

Seconded by:

Rasika Elkhalikar

Signature

Rasika Elkhalikar

Printed Name

For   Against   Abstaining

10 . 0 - 3

Motion: **Passes**/**Fails**

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   a. Email relaying will be accommodated through the use of an RPI device account so that any emails sent from a WebTech app bypass RPI's spam filtering setup.
d. Provide application level backups as they see fit.

Rensselaer Union
Executive Board

Motion # 7

Date: 9|14|17

I move that the Rensselaer Union Executive Board confirm the President of the union's appointment of Ida Etemadi as ~~there~~ chair of the MAP Committee.

_____

_____

_____

_____

_____

So moved by:

Rasila Etchal

Signature

Rasika Ekhalikar

Printed Name

Seconded by:

David Raab

Signature

David Raab

Printed Name

For   Against   Abstaining

13   -   0   -   1

Motion: Passes/Fails