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 Senthlinathan, Club Financial Advisor
Paul Ilori, Acting Parli.
Lauren Pencille
Tejas Narayana
Stevan Allard
Graham Knowles
Adam Rubinszte
Cailan Rowland
Benjamin Yung
Committee of the Week

Lauren Pencille:

P-Board Chair

Winter Carnival happened Feb 10th, about 500-1000 people
GM Week is done planning and have contracted and planned everything
3/31 playing Mean Girls due to request
Lights had an increase in requests
Lead to more training opportunities
One critical piece of equipment is damaged
10 events at beginning of April
Make all members technicians by end of the semester
Concerts had a show Nelly’s Echo
Blackbear tickets will go on sale
Booked Damien from Mean Girls for GM Week
P-Board has the second After Dark on April 15th dcc after dark
Free showing of The Disaster Artist
Planning field days
Working with Maria on setting up a calendar
Meeting with all the programming groups on campus so hopefully what happened with Relay for Life and GM Week doesn’t happen again
Set up a union website calendar to direct to room reservation and UPAC lights and sound form too

National Society of Leadership and Success

Graham Knowles:

Associate Director of the Archer Center
Last July, I decided to start the Society for Leadership and success
The purpose is to build the capacity of the students
We want to build it in all five of the academic schools
We had 330 members join this year so far and have succeeded in capacity from all five schools
12 percent from the architecture program

Caitlin:
After we get members there’s a process for being inducted to the society
The first thing is orientation to understand how the society works, the next step is a leadership training day
How to use leadership in your society
There are three per semester that anyone can go to
There is a small group of people who create goals for each other
These steps help build this leadership idea

Graham:
If you complete your step you can get inducted
I am the resident
We are working to increase the community here on campus
On top of joining the board, you can go to three more success networking events
We want to increase the people who are already members towards getting awards
Once you are inducted, you are always a member
Becoming union affiliated and people were wondering of the club was legitimate to be included to the union website

Rasika:
Where does funding come from?

Graham:
Comes from Archer Center endowment and they cover the chapter cost
It is $2800
By fulfilling certain pillars, it is reduced to $1400
It is not associated with the amount budgeted by the Union
Kay:

How do you see this club differentiated from Archer Center and LEAP?
Do you have current student officers, and how does that work overall?

Tejas:

The club evaluation form is from last semester, so that’s why you have it like it is now

Graham:

At that time, I was doing everything as the advisor
Now we have seven students on the E-Board
This semester we have had two speaker broadcasts
Scott Hamilton on March 21st

Kay:

How was the turnout?

Graham:

This semester we had 69 students join
We had 37 at leadership training day and have been averaging 30-35 at speaker broadcasts
LEAP is focuses on peer facilitation and maxes out at 20
This is an avenue that has unlimited capacity
We’ve had 330 this year and the reach is much further
The starting criteria is sophomores with a 3.0 or higher

Justin:

Do membership dues go to the national org?

Graham:

$5 comes as initial membership and as they begin the chapter has another 5
The fee is $85 overall
It is a corporation B IRS filing mission driven organization

Kay:

To Anissa, has ClubOps looked into the national affiliation?

Anissa:

Yes, we have and we did not find things problematic
Matt:
Can you give a brief description of what happened at ClubOps?

Anissa:
One of the biggest things we found is where the funding this came from and it was endowment not the Union budgeting.
Everything we found was people being confused as to what the organization actually was.
Hopefully with Union affiliation, this would not happen as much.
The ClubOps committee was moderately concerned on the fee that was in place.
If people are comfortable with it then we were.
It benefits students but it does take money.

Chris:
I’m not against this because its coming from their endowment.
I am not a fan of these types of organizations.
It is still a for profit company.
It operates with a purpose but I do not like the structure.

John Caicedo:
It could be seen as the Union endorsing them as an organization that the Union promotes.
It’s like the Union is choosing them without knowing their full organizational structure.

Kay:
I think they are a really different club, more like a service club.
They are very closely related with the Archer Center.
Having affiliation with the union doesn’t necessarily mean we agree with their mentality, but this is us recognizing that they can provide something for students that is not provided otherwise.
I don’t really know if it’s a club or something more like APO.

Tejas:
We have something similar with Phalanx, which is already affiliated.

Chris:
When I think union affiliation, the union supports, the mission intent and structure.
I don’t think I can put that stamp without agreeing with all of those things.
Matt Heimlich:

All Greek organizations are Union affiliated
We have a precedent of having organizations that pay

Michael:

It is similar to national theatre honor society
We are union affiliated and we do pay a fee to nationals

Brian:

I think a big reason is so they can seem legitimate
If they are under the Archer Center already, I think they are legitimized enough since they are already under the Archer Center

Ciera:

If the Archer Center as legitimized it, why is there a problem?

Kay:

Previously the definition of club confused me but I would agree with their affiliation as an organization

*MOTION #1: MOTION TO MAKE THE NATIONAL SOCIETY OF LEADERSHIP AND SUCCESS A UNION AFILIATED CLUB PASSES 7-3-3*

**German Longsword**

Gavin:

We are the HEMA club
It has been growing over the past 10 years
As our name implies, we fight with longswords
We are martial arts but we focus more on history
We focus on techniques from the Holy Roman Empire
We hold weekly practices where we teach people how to fight with swards and spar
Practices are 2 hours that consist of teaching and sparring as the two major parts
We have been a group here on campus and we applied for affiliation last semester
We don’t pay for instructors because the senior students teach and it cycles through like that
We usually go to a club in Socrates, NY to learn from the masters in traditional martial arts
Because we are fighting with synthetic swords that still hurt, we have to wear protective gear
A full set of gear and a sword can come to about the $500 range.

We have gotten by with loaner gear from the club in Socrates and our own ear that we lend out as necessary.

We found that our solution is to get foam swords.

We found swords which are high quality foam swords that are about $100.

I attached the website we would get them from.

Worst case scenario they are $100.

The other thing we want to purchase is fencing masks that are about $60.

We are looking to get a pair of swords and a pair of masks.

We would like to host more people to fight during practices.

John Caicedo:

What is the life span of a foam sword?

Gavin:

From my experience, about four years.

They are pretty durable.

Brian:

Do you have any experience with how much you can hurt someone with them?

Gavin:

If you hit someone hard it is still possible to get a minor injury.

I haven’t seen any major damage.

As far as these go, we have practiced with them formed after katanas whereas the ones we want to purchase are modeled after longswords.

We haven’t seen anything further than a bruise.

Ryan:

How big are the swords?

Gavin:

About a meter or slightly more.

Anissa:

What plans do you have for keeping the masks clean?
Gavin:

We were looking into it for next year’s budget

Steve:

We have cleaning stuff in the Mueller Center
What we have kills about 99.9% of anything that lives
When we went through the approval process through risk management this is where we needed them to go
Fencing masks last about 3-5 years

Matt Rand:

What is the sizing like? Are you purchasing different sizes?

Gavin:

As far as masks go they come in small medium and large
We are getting mediums since they fit most people
They are 350N masks
Small people can also safely use these with the foam swords

Kay:

How do you currently recruit people?
Are members people with previous experiences?
What do current $10 dues cover?

Gavin:

We have a website with RPI and have a lot of interest from the community too
Mostly the website and the Facebook page and a lot of word of mouth
We also go to the Activities Fair
Most members have no experience coming in
Our teaching structure is not segmented
We do a lot of sparring because the best way to improve is to put technique into action
Here, techniques are focused around actual combat

Kay:

How often do you meet?
Gavin:

We just started, so no dues yet
For starter we went with a base line
Dues aren’t currently covering anything
We have a good amount of donated gear, and I intend to donate mine once I graduate
We meet once a week sat 4-7
We are also looking for storage space

Kay:

The is an event HEMA event, what is that?

Gavin:

It is something we are looking to start subsidizing
They are tournaments

Anissa:

They are a good middle ground sword club

*MOTION #2: MOTION TO REALLOCATE $140 FROM CLUB CONTINGENCIES TO GERMAN LONGSWORD
PASSES 13-0-0*

**UPAC Sound**

Keelan:

I am the equipment chair
I would like to reserve McNeil room on march 26th, Sunday for a training show
We are having someone come in and do this so we can improve our services for clubs that go on in campus
We are trying to reserve rooms elsewhere other than the McNeil room to give people places to study
We will put up posters to let people know in advance to let them know we will be using the room

Matt Rand:

Where is the payment for the professional coming from?

Keelan:

We have $500 for professional training and this will be $250
Kay:

Can this be turned into an event type of thing that can advertise UPAC sound?

Keelan:

This is a training show
We are trying to learn ourselves
I will try to reserve most of the third floor and maybe some other rooms
McNeil room is large

Rasika:

Martha has agreed to open up The Pub and Academy Hall is also open

Matt Rand:

When a club does come to the McNeil Room we work with them to make sure that the people who are displaced have a place to study

Chris:

Is this a full day thing?

Keelan:

We want to start at noon and then 2 hours of training and we should be out by 6 PM
In two-hour load in and load out times people can still study in the McNeil room

MOTION #3: MOTION TO ALLOW UPAC SOUND TO USE THE MCNEIL ROOM MARCH 25TH FROM 12-6
PASSES 12-0-0

RPI TV

Jason Lee:

We wanted to transfer

There is a deadline for large purchases that is tomorrow

We reached out to a company to make sure we were confident in this equipment and we would like to test it out

It would be a good addition to a lineup of what we use

The issues are that we wouldn’t be able to schedule a demo until after this deadline

We wanted to move this money to reserves so we can spend it next year

Ciera:

Have you already scheduled this demo?
Jason:  
We scheduled the demo for spring break  
It is in the first half of spring break  
The camera was announced early last month and we looked into pros and cons  
We decided to make this purchase the second week in February and then reached out the next week  
We were directed to black market studio in New Jersey  

Chris:  
Is there anything else in there?  
Will this $2600 only for this camera?  

Jason:  
We want to transfer this into reserves so we can use it for next year’s camera  

Chris:  
How much is the camera?  

Jason:  
Camera is $3500  

Rasika:  
You have $7900 in gift and $11000 in reserve account  
What are you planning on spending that on?  

Jason:  
The purpose is to augment the capabilities of production  
The camera needs to be augmented with the lens  
We would like to get a drone for aerial shots  

David:  
They’re also working on moving websites over to the VCC  

Matt Rand:  
Are you asking to move this into your own reserve account?  

Jason:  
Yes
Rasika:

Are you looking to get two cameras?

Jason:

Although we have two tripods, we do have funding to get another one
Our gift account would go to buying a tripod to support the new camera
The amount has been $3200 like a 4k like we bought recently or getting a second one of this new camera we are considering getting

Anissa:

I don’t like it when clubs do this because the money was set aside for people who use it at this time
In general, I don’t like when clubs do this

David:

I’m pretty sure this camera is going to be bought as soon as we can
Last year, we had issues but this year they’ve been operating very differently

Chris:

We did cut down their budget a lot earlier
This is not fair to people who paid dues and this is a very high end manufacturer

Matt Rand:

While the equipment purchase deadline is tomorrow, we do have the ability to grant an extension

Ryan:

It’s better if this money positively effects the club

David:

If any of you have watched their production
They made a four-minute promo and Jason’s working on a 10 minute longer one
They are also working on making updates to their website and they are using it very productively

Ida:

When would this camera be in and be available for use by the club?

David:
It depends on how long they take to decide on it

Steve:

As long as its purchased before this
If they know they are going to do it and we can put in a purchase order

Chris:

The talking with the vendor will no longer matter

Ciera:

We gave them $2600
They have money in their gift fund
What happens if they go to the demo and they don’t like the camera
The whole point of the demo is to prove whether or not they want the camera

David:

I tried to restrict the motion

Justin:

In fall of 2016, RPITV looked into black magic but they ended up having a lot of technical difficulties and they ended up not purchasing it due to that model
It’s not that they don’t like it, it could just not work

Rasika:

Have we done this before?

David:

We did this WRPI control board

Steve:

It’s been done before

Rasika:

I feel like if they want to buy it, we can buy it next year

*MOTION #4: MOTION TO ALLOCATE $2600 TO RPITV TO PURCHASE A NEW CAMERA FAILS 4-4-4
*the vote is tied, so the President of the Union must cast a tiebreaker vote*

Matt Rand:
I choose to abstain because David is writing a new motion to extend the deadline for the large purchases.

MOTION #4 FAILS 4-4-5

MOTION #5: MOTION TO MOVE LARGE PURCHASE DEADLINE FOR RPITV TO MAKE A LARGE PURCHASE OF A 4K CAMERA PASSES 8-3-1

W2SZ

Galen:

In our budget, we were asked to come before the board for contingency fund

We have towers up on the hill and on top we have our antennas

To transmit and receive we need lower loss cables

It last about 10 years

We need money to buy one and run about 400 feet of the cables so we can hire the tower climbers

Chris:

What kind of organization does this tower climbing? I assume that that is a substation process and why can’t this purchase be delayed?

Galen:

Tower climbers are a couple thousand dollars to hire them and do various maintenances

The tower climber we used to use retired

We’d like to spread out the cost of maintenance over a longer period of time

When we do the tower climbing, there’s also antennae repairs, and other maintenance done at the same time

They are asking about $1600 now, so the cost would be spread over multiple years

John Caicedo:

When you buy a tower cable, there is a good chance you are replacing the rotor cables

Galen:

One of the towers is broken

I’ve only been using the one tallest tower we have

Its six connector cables, for power, two for signal

We refer the larger cables for longer life
Brian:

What happens if we don’t approve this?

Galen:

We would ask again next fiscal year

Tejas:

How long do they last?

Galen:

10 years

David:

As some background, W2SZ have a closet in the SGS to allow them to do some small scale stuff and they have the shack by Bryckwyck

There is a steep hill behind it which have their antennas on top of it

Each year they have competitions to see how far they can contact people

Fields and waves is directly applicable to what this club does

Anissa:

There were a lot of comments saying to come back to the board

The subsidy is very disproportionate to the amount if people in the club

It’s pretty unique to RPI and it’s a very advanced amateur radio club

If we are going to be making these large investments

For perspective, they asked for more the $6000 and they were approved $800

At what cost is it worth it to keep this club going?

John Caicedo:

W2SZ was my NRB event and their rotor cables have still been broken

They make things last for over 10 years

They use things ay past their lifespan and they are very resourceful

If you approve this, know that it will be put to good use

They really appreciate it

David:
They are a very active group and they have a faculty advisor and a lot of times I’ll be driving by and there are always people in the trailer and cars parked outside

Matt Rand:

Martha emailed me saying we had over $20,000 in club contingencies

Steve:

They provide a function for RPI and the community
They were providing the information quicker than the authorities

John Caicedo:

The community uses the repeater and everyone knows that RPI provides a great service

Steve:

I’ve been here for 31 years and I’ve seen they’ve put their foot forward and done really great things

Chris:

On the Ad Hoc committee I looked into their history and I am more than happy to support their continued work and want to support them
They do crazy long distance communication

MOTION #6: MOTION TO ALOCATE $1678 FROM CLUB CONTINGENCIES TO W2SZ FOR ROTOR CABLES
PASSES 12-0-0

Special Rules of Order

Anissa:

Last year in spring for senate approvals for E-Board appointments there was a major theme for communication
One big initiative that came out of this was to make the joint Senate and E-Board Slack chat
I do continuously post updates on policies committee
Our policies are not actual policies
They are budgeting and operational guidelines
This is how we want our room to operate
There were some changes made to the audio and video section
It does include pending legal approval from Michael Arno to make sure these are not against the law even though they are guidelines
The E-Board respects the public’s freedom to make open video recordings
We do not sponsor livestreams and we are doing this to protect the privacy of the parties participating.

We represent our clubs, not the entire student body.

We need to keep in mind what is keeping the clubs most comfortable.

Chris:

The E-Board may not choose to sponsor a live stream.

What does this mean?

Anissa:

The E-Board does not support streaming our own meetings.

These are guidelines and a change can be made in the future.

David:

The line that we could ban and delete the footage is where the backlash came from.

Having an official livestream, I've heard information to suggest that we would work on captioning it.

Matt Rand:

I have received information from Cook, we are allowed to do livestreaming including closed captioning, but it's a little outside the scope, so as long as we provide a timely transcript, that is sufficient.

A private student posting a livestream on a personal livestream would not facilitate the need for a transcript.

The gist of it is if the livestream is if a livestream is sponsored by the student government or a club, as long as there is a transcript provided in a prompt manner, that would be in compliance.

Anissa:

Would current secretary position suffice?

Mat Rand:

If personal students do it, we do not need to provide a transcript.

Reasonable effort should be made.

Matt Heimlich:

Is it too late to edit minor details?

Matt Rand:
We can edit the document in Anissa’s hand and approve the policy with the corrections as attached.

Kay:

I don’t think we need to include parts related to transcripts.
I actually consulted legal services and as a private organization we are not bound by New York state and I asked a lawyer about it.
We do not need a strong explanation when we are not bound to that.

Justin:

The minutes currently are sufficient.

David:

A part of being more transparent is making our meetings public.

Anissa:

We wanted to make everyone aware of the nature of the topics we discuss here.

Ryan:

If we were trying to hide things, we would not keep them public.
Even clubs here aren’t completely comfortable with us.
Not everyone is trained for public speaking and it’s unfair to think that everyone is.

Nancy:

Your meetings are open to the public.
Anyone could walk in and walk out and The Poly can write it down.
I understand talking about personal private things you should not talk about in a public meeting anyways.
I’m very lost in the logic.

Stef:

I was going to wait for merits, but I find this very contradictory, but legally it can happen.
This board is speaking for all future boards.

Anissa:

There are amendments for a reason.
Putting the boards opinion into this is inappropriate for operational guidelines.

David:
I don’t think it’s fair to say they are scared to come in and speak to us
I also don’t think that a club has ever not said something because the meeting was an open meeting

Kay:
I feel like, in response to Nancy, I feel like I’m more comfortable rather than a camera facing me and don’t know how many or who is watching me
I don’t think it’s beneficial or constructive for a meeting
Just because of technological advancement does not mean it would have to be livestreamed
Every single motion we make is documented and leaves reference for future board
All the document we are writing right now are reference for future board
We refer to our history
We have a high turnover rate
I understand where the concern for livestreaming comes from
We can ask clubs and students if they come to the board, would they be comfortable with livestreaming

Chris:
Unlike senate, that is a representative body, that is not the same ambience of the executive board
We try to be moderately representative but it is an emotional matter of ambience and the pressure of that
I don’t think that is something we need
However, with the phrasing, “the executive board does not condone”, I want there to be a section that says the “executive board may choose to not have a live stream”
We work on precedent and future boards will work on precedent
The board can choose to sponsor or not

Brian:
I don’t think the second sentence needs to exist
He next board can choose if they want to live stream

Stef:
The first sentence in the second paragraph is also unnecessary

Anissa:
The second paragraph says the E-Board may choose whether or not to livestream meeting.

Tejas:

Is it necessary to get legal approval from Michael Arno?

Matt Rand:

We need to see about the last part and single party consent and recording laws.

John Caicedo:

Can someone be invited to a closed meeting?
They are not bound to any rules of a meeting.
It is disrespectful but anyone can do that.

Michal Gardner:

I think if he wants to get rid of it, then he will do it.

David:

I don’t think his name should be in there at all.

Brian Johns:

The important thing is if you are a member of the conversation or not.
I do think if this law is changed it should be checked by a lawyer because it is tricky to determine who is a member of the conversation.

Michael:

Can we have a google doc up on the projector?

Matt Rand:

Merits?

Michael Gardner:

As a general comment, student government as a whole is public.
It’s weird for someone to question feedback in some way and it makes me question your dedication as representative.
Trying to diminish the merits of the motion is curious to me.

Brian Johns:

I have two lines of thought.
Everything in open meetings should be open to the public.
I personally don’t like how it talks about no recording during closed meetings
I think it would behoove the board to ask the public to follow the rules

Mat Heimlich:
A transcript is better than a video
understand they can be recorded
It’s not protecting ourselves
It’s protecting the clubs that come to us
We say that individuals of the community can record
We aren’t restricting people’s rights
We do release our minutes on the student government website
Our minutes are released to the public and people like to read
We are doing a lot
We are dishing out the information we do need to the public

Chris:
There are times that we have discussed in closed meetings related to hirings and we have had touchy conversations with high administrators that anyone would want publically released, not because it would look poorly on us but because it would prohibit our operations

Michael Gardner:
On having access to certain minutes publicly
Can gain access to all five
There are technical issues with the box
The GM has access to things
There’s deadlinks going to the flagship
I just wanted to clarify that point of inaccuracy

Brian Johns:
I feel like its contradictory to say that minutes are enough to say that a live stream is not allowed
Any conversation a club may have will also be in the minutes
Anything that is private may be included in closed meetings
It would be better if you could encourage your participants to respect the rights of others
MOTION #8: MOTION TO CLOSE THE QUEUE

Michael Gardner:

Some people can’t show up in person so I value the livestreams of these greatly
The lack of someone being able to make it here is not the same as their lack of dedication

Kay:

TV used to come in and record our meetings
Generally speaking, as historically speaking, it was available in video form
I think we can make what decisions we want to make but second of all even if RPITV is doing live streaming based on the new policy decision we can choose if we sponsor the livestream o not

Brian:

The point of stating this is that each board can choose

Matt Rand:

I know some of the points you brought up saying it may go against New York state law

MOTION #7: MOTION TO AMEND THE SPECIAL RULES OF ORDER AS ATTACHED PASSES 12-0-0

MOTION #9: MOTION TO TABLE THE CONFLICT OF INTEREST POLICY TO THE NEXT E-BOARD MEETING PASSES 11-0-1

Director’s Report

Steve:

The fresh check day was great and it was very favorable and we got a lot of positive feedback and lots asked for one each semester

Senate Report

Nancy:

We did not have a normal meeting
We had student life come in for the student life performance plan
We had about 2 hours of discussion
It’s in the minutes that Tim is working on now
If you have any questions email a senator

President’s Report

Matt Rand:

We will be doing a migration to box
It is not meant to replace drive but we will also publish material there

Anyone in the entire world can see it

We are moving to Box and we will be posting public policies, agendas, and minutes

We post ours to the stugov website

I don’t know how to get anyone else’s minutes but we are working with them to see if all of our public information can go to it to have access to it

Broomball, March 24th, at 7 PM  E-Board v. Senate

Joe will be the referee as the Senate | E-Board Liaison

Saturday at 7 PM, annual game ,first full weekend after break

I will be in California

Everyone is eligible to play

PLEASE DO NOT INJURE SENATORS OR THE GM

The Friday of GM Week 4PM, opening of the veteran’s lounge

There will be a cake and refreshments

Help direct people to the veteran’s lounge, and we can find it in a team field trip

Wrestling is at nationals in Texas and we’ll have more all American wrestlers

After Spring Break, I’ll be traveling to ACUI National conference in Anaheim, California

Kay:

Are senate officers going to attend?

Matt Rand:

There are 5 on 5 versus the goalie

Steve:

When we first did this, we had RPI TV televise this, because it was the best tv I have ever watched

Member Reports

Rasika:

Move for Ciera to be member of the week for keeping the queue

MOTION #10: MOTION TO MAKE CIERA MEMBER OF THE WEEK PASSES 11-1-0
The National Society
of Leadership and Success

Member Induction Ceremony
December 11, 2017
6:00PM
Sage Dining Hall, 2nd Floor Conference Room
Event Program

Welcome
Lisa Trahan, Assistant Vice President
Office of Student Success

Symbols of the Society
Graham Knowles, Chapter Advisor
Archer Center for Student Leadership

Keynote Address
Bryce Cutler, Capital Bank
Vice President, Business Development Officer

Induction of New Members

Adam Alper       Julianna Chiaramonte
Adam Rabinowitz  Kaci Toms
Ahmad Hafed      Kaitlyn Holt
Aleks Rosenbaum  Katelynn Vega
Alexandra Kallish Kathryn Warren
Allison Hunt      Kelsey Mitchell
Alyssa Quezada   Kerryn Harrington
Amy Lemos        Leighann Kemp
Anthony Buschiazzo Leith Schyberg Jr.
Ariana Espinal   Lindsey Carlson
Brendan McCoy     Louis Caponi
Cailan Rowland   Lucas Davis
Cameron Dieselman Luke Chapdelaine
Caroline Golota   Luke Cherniack
Cassandra Smith  Lydia Kelley
Caterina Guozden Madeline MacDonald
Charles Chapski  Madison Capek
Reception

Special Thanks

Lisa Trahan, Assistant Vice President
Office of Student Success

Christine Allard, Associate Director
The Archer Center for Student Leadership

Sodexho Catering

Student Quotes:

“Simon Sinek has by far been the most inspirational speaker. His idea of infinite life has made us wonder if our goals are truly relevant to being individuals trying to live infinite lives. We have realized that although some of our goals are to get a certain score on exams or to sleep more, at the end of the day all we have is each other. Without the Society Speakers, we would not have come to this realization.”
- Thomas Amato

“SNT meetings and Society speakers have helped me become more confident and motivated. I am now opening myself to greater challenges, I have improved my attitude, and I am practicing more positive thinking.”
- Maria Espinosa

“The speakers are a great resource to get new ideas and inspiration. Seeing those people achieve so many different things really keeps me inspired to do my best.”
- Daniel Midgett

“The SNT meetings have been keeping me on track to complete my goals as well as pushing me to chase new goals. I think the group has a very positive impact on my work ethic and commitment to pushing myself. The group meetings have been a valuable tool for success as the group has provided me with the support and encouragement I need to do well.”
- Jack Lloyd
Before The Event

Hosting a successful Leadership Training Day is very simple as long as you plan in advance. Follow the steps below and the agenda as outlined for a straightforward event-hosting process.

1. Read through this guide, download and review all listed materials.
   • Print a copy of the LTD Participant Workbook for each member you expect to attend. If your chapter requests that members print their own workbooks, please ensure that you remind them to do so prior to the event. No matter which scenario your chapter follows, be sure to bring some extra copies as a back-up plan.
   • Print attendance sheets.
2. Preview the Leadership Training Day video to gain familiarity with the content covered and ensure you understand each exercise so you can answer questions if/when they arise.
3. Decide how you will split your members into their SNT groups, and review the steps with your Executive Board members so you’re all on the same page and can keep things organized during the event.
4. Send email reminders for the LTD event. Be sure to remind students about taking the DiSC assessment prior to the event. If applicable, please remind members about printing workbooks.

Materials Needed

All materials can be found by logging in to your Members Area and clicking on the Leadership Training Day icon.

• High speed hard-wired internet connection
• Speakers
• Computer/laptop
• Projector and Screen
• Printed copies of the LTD workbook (one for each participant, if applicable)
• Attendance sheets
• Leadership Training Day Video (downloaded)
• Poster paper or sign-up sheets for splitting SNT groups and markers for writing names
Leadership Training Day Agenda

Pre-Event Checks

<table>
<thead>
<tr>
<th>Activity</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Begin Event/Welcome Remarks</td>
<td>5 minutes</td>
</tr>
<tr>
<td>Video and Exercises</td>
<td>2 hours, 35 minutes</td>
</tr>
<tr>
<td>Divide Members into SNTs</td>
<td>5 minutes</td>
</tr>
<tr>
<td>SNT Process Overview, Group Introductions, Icebreakers, Facilitator Responsibilities</td>
<td>10 minutes</td>
</tr>
<tr>
<td>Closing Remarks</td>
<td>5 minutes</td>
</tr>
<tr>
<td>Total Length of Leadership Training Day</td>
<td>3 hours</td>
</tr>
</tbody>
</table>

Facilitation Notes

*Leadership Training Day is offered to current members only.*

As the first event following Orientation each semester, Leadership Training Day (LTD) plays a vital role in setting the tone for your chapter. This document is intended to support you in facilitating the process and ensuring that each member receives the greatest possible benefit from the event.

Pre-Event Checklist

- Make sure the following roles are set and everyone is comfortable with what they should be doing:
  - Society Events Chair or assignee (sets up technology, works with facilities staff, coordinates setting up/tearing down event space, refreshments, etc.), and 2-3+ people to help with logistics.
  - 2 people to work the registration table (take attendance, give each participant a workbook for the session, and answer questions).
  - 1-2 people to welcome attendees and get them settled.
  - SNT Coordinator and helpers: ready to split members into SNTs and have all materials and instructions ready to do so.
  - Arrive an hour before to run through the videos in fast-forward one final time to be sure everything is working correctly.
  - Starting about 30 minutes before the event begins, have upbeat music playing in the room to create an energetic atmosphere.
  - Set up the Leadership Slide Show to play on repeat on your screen while members are walking in.
Event Begins / Welcome Remarks

- Leadership Training Day is designed as a primer to the Society’s foundations of leadership, and each person here will leave with a solid understanding of your passions and purpose.
- This event is a launching pad for the rest of the program, and by the end of the day you will have identified goals you’ll work on throughout the program – goals that matter to you.
- The entire session will last around 3 hours and we’ll have a 15-minute break in the middle to stretch your legs.
- Facilitator tips: While this event might seem long to some students, it’s important to note:
  - Materials covered set a strong foundation in a very efficient manner. There are entire classes and books that cover the content presented.
  - Encourage members to stay active throughout the time and “dig deep” in order to reflect and fully participate in the day.

(Please note that facilitators will also be actively participating with the group and are there to answer any questions.)

Video and Exercises

- Be sure the lights are set up so the screen can be easily seen by everyone in the room, while it’s still bright enough for participants to read and write in their workbooks.
- Push play on your video.
- You may need to provide clarification for participants if they get confused at points and to help keep them on time for the exercises – but the rest of the facilitation and content is provided in the video.
- Circle the room during each activity break to answer questions and keep participants on track.
- Each activity has a countdown timer on the video. Be sure to keep track yourself so you can help participants wind down if they don’t notice when the time is up.
<table>
<thead>
<tr>
<th>Section Title</th>
<th>Content Overview</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Foundation 1:</strong></td>
<td><strong>Clarify Your Purpose</strong>&lt;br&gt;This segment gets participants to engage in introspection and discover their primary passions and fundamental purpose, and how they want those to interplay together. As the first session, the work in this segment gets members thinking about what really matters to them, which may be different from what they believe now.</td>
<td>• <strong>Purpose Exercise. Page 3.</strong>&lt;br&gt;• Individual exercise in the workbook to identify purpose.&lt;br&gt;• <strong>Purpose Map Exercise. Page 5.</strong>&lt;br&gt;• Individual exercise to identify key themes leading to main purpose.</td>
</tr>
<tr>
<td><strong>Foundation 2:</strong></td>
<td><strong>Create a Shared Vision</strong>&lt;br&gt;This segment establishes a bridge to move from the purpose and goals that have just been identified, into sharing those with others and getting them excited. The work in this segment begins to establish the actions leaders will take to motivate and inspire team members, and develop ownership.</td>
<td>• <strong>Personal Vision Statement. Page 6.</strong>&lt;br&gt;• Each individual writes their personal vision statement, incorporating purpose, values, beliefs, and passions.&lt;br&gt;• <strong>Share Your Vision Exercise. Page 7.</strong>&lt;br&gt;• Participants share their vision and gather feedback from others to make it more impactful.</td>
</tr>
<tr>
<td><strong>Foundation 3:</strong></td>
<td><strong>Challenge the Status Quo</strong>&lt;br&gt;This segment shines a light on the thought processes revolutionary leaders share, the ways in which they set about creating significant change and building lasting legacies. The work in this segment focuses on recognizing limiting thought patterns, and then learning simple methods and questions to ask in order to challenge those patterns and shift to empowering thoughts.</td>
<td>• <strong>Current Paradigm. Page 8.</strong>&lt;br&gt;• Individual activity to identify each person’s goal they are most excited about, and the obstacles to achieving it.&lt;br&gt;• <strong>New Paradigm. Page 9.</strong>&lt;br&gt;• Individual activity to practice steps to changing limiting thoughts/beliefs and discovering new ways to view circumstances</td>
</tr>
<tr>
<td>15-minute break</td>
<td><strong>Do not skip this break! Members need the “down time” to process what they are discovering.</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Foundation 4:</strong></td>
<td><strong>Inspire Positive Action</strong>&lt;br&gt;This segment reveals how leaders move beyond managers in inspiring others to take positive action, rather than merely directing them to complete tasks. The work in this segment focuses on how to prepare for successful delegation, and practicing including each step in a way that is natural for each member.</td>
<td>• <strong>Delegation Simplified. Page 10.</strong>&lt;br&gt;• An individual activity to learn how to set up the steps for successful delegation&lt;br&gt;• Members will practice delegating on one another, and give/receive feedback on how well they incorporated the steps they just learned.</td>
</tr>
<tr>
<td><strong>Foundation 5:</strong></td>
<td><strong>Empower Others</strong>&lt;br&gt;This segment circles back to the communication styles first explored at Orientation, and takes a deeper look at how an individual’s style must be understood in order to communicate with others. The work in this segment focuses on learning your own communication needs and identifying how to flex your style to meet others’ needs.</td>
<td>• <strong>Four Quadrants. Page 11.</strong>&lt;br&gt;• Group activity where they learn the characteristics of each member’s communication style and share; Presenters from each group share takeaways.&lt;br&gt;• <strong>Flexible Communication. Page 12.</strong>&lt;br&gt;• During presentations members identify how to flex their own communication for other styles.</td>
</tr>
<tr>
<td><strong>Foundation 6:</strong></td>
<td><strong>Seek Constant Improvement</strong>&lt;br&gt;This segment wraps up Leadership Training Day with a look back at the passions and purpose that were explored. Each member chooses one personal goal and significant milestone to work toward throughout the steps to Induction.</td>
<td>• <strong>Setting a Milestone. Page 13.</strong>&lt;br&gt;• Individual activity to write down a significant goal and one milestone from previous activity&lt;br&gt;• <strong>Success Networking Team Meeting Information Guide. Page 14.</strong>&lt;br&gt;• <strong>Steps to Induction. Page 15.</strong></td>
</tr>
</tbody>
</table>
Divide Members into Success Networking Teams
The most successful chapters assist their members with scheduling and finding locations for their SNT meetings. Plan in advance with the SNT Coordinator to be sure you are best supporting your members.

Option 1: Sign up after the video based on availability. This method involves very little prep work, and will manage groups of any size.

- Plan in advance with your SNT Coordinator based upon expected attendance.
- Prior to the LTD, set up days/times/locations that teams can meet around campus. This may be either one large room, capable of holding multiple meetings, reserved every two weeks, OR multiple smaller rooms scheduled to hold one or more teams at a time.
- Place large pieces of paper on the walls around the room.
- At the top of each piece of paper, write the day, time and location of a space that has been reserved for that team’s meetings throughout the semester.
- Keep one piece of paper “unassigned” for those members that cannot work within the schedule you have created – that team will create their own time together based on their unique schedules.
- Divide the paper into drawn sections based on the number of groups your space can handle. For example, if the room holds 50 people, you can host 5 or 6 SNTs in that day/time/location.
- Write the numbers 1 through 8 on separate lines in each section, so that members understand only a certain number of people can sign up in each slot.
- When you are ready to divide your members into their SNT groups, have each member take a pen and sign up in the day/time slot that works best for them.

Option 2: Sign up at registration table when signing in for LTD, during the break and other possible free times via handout sheets based on availability. During the event, SNT Coordinator or assigned chapter leader can begin assigning SNT groups based on sign ups. Prior to posting groups after the video segment, remind any remaining students to sign up for their available times.

Option 3: Utilize your SNT Sorter. Instruct students that SNT groups will be created through the SNT Sorter function on the website. Remind members that after credit is awarded for the LTD, they will be able to sign up for SNTs online in the Members Area “Schedule & Submit Your SNTs.” Please visit “Running Your Chapter/Website Training Videos” to learn more about the SNT Sorter or discuss this option with your CSM.

Once members have been divided into groups, have each group begin introductions and icebreakers, exchange contact information and choose a team facilitator. Ensure that the SNT Coordinator is documenting groups and facilitators.