



Union Council Meeting Agenda

Thursday, September 17, 2015

5:30pm - 7:30pm

5:30 pm	Dinner Served	
6:00 pm	Call to Order Ice Breaker (5 min)	Jack
6:05 pm	Approval of 4-21-15 Meeting Minutes	Jack
6:10 pm	Union Council Training (40 min) <ul style="list-style-type: none">• Role of the College Union• History/Organizational Structure• Bylaws & Constitution• Shared Governance/Subcommittees• Policy Index• Finances• Parliamentary Procedure• Building Project, Annual Report	Mohan Khea Susan Jack Philip Jane Ronnie Mark
6:50 pm	Hoofers Ski and Snowboard Charge (5 min)	Jack
6:55 pm	Officer Suspension (5 min)	Jack
7:00 pm	Hoofers Riding Club Monthly Update (10 min)	Anna
7:10 pm	Officer Reports (5 min)	Officers
7:15 pm	Renovation Update (5 min)	Mark
7:20 pm	Open Forum (10 min)	All
7:30 pm	Meeting Adjourned	

Union Council Meeting Minutes

April 21, 2015

MEMBERS			
Juli Aulik, Alumni Rep	X	Derek Field, ASM Representative	X
Daniel Bahn, VP- Leadership Development	X	Mark Guthier, Secretary	X
Sarah Bergman, President	X	Jenny Knoeppel, VP- Public Relations	X
Lori Berquam, Ex- Officio		William Lipske, Academic Staff	X
George Cutlip, Alumni Rep (WAA)	X	Peter Lipton, Faculty Representative	
Susan Dibbell, Ex- Officio	X	Devon Maier, ASM Representative	X
Abby Douglas, WUD Representative	X	Bill Mulligan, VP- Program Administration	X
Gen Carter, ASM Chair		Annie Paul, ASM Representative	X
		Hank Walter, Treasurer	X

Guests: Naiya Patel, Director's Office Assistant; Jordan Foster; Jack Comeau

TOPIC	DISCUSSION	ACTION
Call to Order	Sarah Bergman called the meeting to order at 5:59 pm.	APPROVED
Open Forum	No open forum items.	
	Ms. Bergman moved to approve the 03-24-15 meeting minutes. Devon Maier seconded. Minutes approved.	
WUD Budget Theater Presentation	Jordan Foster, WUD Arts Committee Director, gave an overview of the upcoming year's budget highlights.	
	Ms. Foster reported that there were many sold out shows due to the Four Season's Theater collaboration project. Ms. Foster went on to highlight some of the struggles faced this past year. They're using the World Series as a learning experience for upcoming years. In the future they will make the series shorter. She announced the world premier by Laura Schwendinger will be on May 8.	
	Ms. Foster then highlighted the Art Committee goals for the upcoming year. <ul style="list-style-type: none"> • Goal 1: program a season that would increase student attendance at events and appeal to a diverse audience. • Goal 2: create a season that doesn't provide a drop off in the quality and quantity of the events compared to the reopening and the 75th anniversary season. 	
	Budget estimates were detailed. Christina Pato will be one of the highlight artists, the jazz festival will be great, and Dianne Reeves will be doing a holiday show in December.	
	Mark Guthier asked how the overall series have been in the past and how it's looking for future series. Ms. Foster replied that they were very successful, and the next year will be very promising with the lineups she mentioned.	
	Hank Walter asked if the committee tracked how many students came to each performance. Ms. Foster stated that they use the ticket sales to track the number of students. Susan Dibbell also stated that they count attendance at certain events.	
	Mr. Guthier asked if there will be more events for the next season. Ms. Foster confirmed that there will be more in comparison to this year.	
Hoofer Overview	Ms. Bergman stated the Hoofers budget was hard to compile because not everyone could meet for discussion.	

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WUD Budget	<p>An Outdoor UW safety audit is being conducted and there is some concern with the safety of the mountaineering equipment.</p> <p>Abby Douglas stated that Hoofers is \$60,000 in the red in the projected budget. The money has been spent and they cannot stop spending in areas such as the maintenance of the horses, but they are making good progress.</p> <p>Hank Walter stated that that is what is projected for the fiscal year. Ronnie Pisano is hoping that it will get better. He asked about the next fiscal year. Ms. Douglas reported that they are hoping to break even for next fiscal year, which is the worst case scenario. They are brainstorming a contingency fund so there is a reserve fund for later use in situations like this. There are also some maintenance issues that need to be resolved.</p> <p>The Scuba Club has been using a hotel pool instead of RecSports and it has been a lot less expensive. Ski and snowboard had a great resale event. Funds for training and equipment have been included in the budget.</p> <p>Mountaineering will revise their fiscal 2015-2016 budget with a breakdown of training/equipment placement in the budget. The safety budget still hasn't come out so it is difficult to project/plan.</p> <p>The Sailing Club will have a long term facilities improvement plan by October. Pier and boat replacements will also take place and be reflected in the budget. Ms. Dibbell recommended they look into dues.</p> <p>Hank Walter stated that Union Council would like to see a replacement plan in place for boats and how funds will be raised to offset the cost. Mr. Walter moved to approve the Hoofers budget with the expectations advised previously in the discussion. Motion passed.</p> <p>Mr. Mulligan reported that each committee has reduced its budget by 3.5%.</p> <p>The Alternative Breaks Director position description was changed to focus more on weekend breaks, resources and volunteers. Art, we basically won't be doing it and shifting that money to another place. DLS has increased the budget slightly and Film has increased their production fees.</p> <p>The Memorial Union Entertainment Committee no longer exists. The Music Committee will be taking on the responsibilities of Revelry, and entertainment in the Rathskellar. Mr. Mulligan highlighted that one less committee means one less director which means one less stipend so that is the biggest decrease in the budget.</p> <p>Mr. Guthier asked if the committee was dissolved when he was sick last week. Ms. Bergman explained that Directorate talked about this months ago. Hank Walter expressed concern that the decision should have been brought to Union Council before it had been made. This is the year to try it and if it doesn't work out the committee can be brought back. Mr. Walter asked if they have asked/projected what the difference will be when the Rathskellar is back in full swing again. He also wanted to make sure that everyone understood that there is a structural deficit built into the next year. Bill Mulligan said that the goal is that next year we have an underlying assumption that we will be increasing revenue.</p>	APPROVED
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	<p>Jenny Knoepfel said that these are recommendations made for trial programs. After next year there will be a better idea of what the budget should look like.</p> <p>Devon Maier inquired if anything was stated in the bylaws that opposed the dissolution of the committee. Mr. Guthier replied that there was no such bylaw, but since Council created the committee Council should have had a say in the matter before a final decision had been made.</p> <p>Abby Douglas moved to dissolve the Memorial Union Entertainment Committee as of 4/21/2015. Sarah Bergman seconded. Motion passed.</p> <p>Mr. Walter emphasized that there will be no guarantee that dissolving this committee will be a permanent fix and will bring in the same revenue. The rest of the Union made permanent cuts and didn't use the closing from Phase II to fix problems. Next year's team might have difficulty with the proposed budget because there will not be a guarantee that the income will be the same as it was before the committee was dissolved.</p> <p>Devon Maier made a motion to approve the budget. Abby Douglas seconded. Motion passed.</p>	APPROVED
Draft Logo Policy	<p>Abby Douglas reported that the External Relations Subcommittee had a presentation from Marketing that helped with logo design. The policy's purpose is to build recognition by building the Wisconsin Union brand. The main thing is to preserve the main logo for a 5 year timeline.</p> <p>Ms. Bergman stated that she hopes that the new officers will not change the logo. She thinks the colors and text could be changed, however, and still keep the spirit of the logo. Juli Aulik feels this is to protect the Union brand. These images become important for long-term investment and media. George Cutlip agreed; creativity should be turned loose but we should also know when to stay within the limits.</p> <p>Peter Lipton moved to approve the logo policy. Abby Douglas seconded. Motion passed.</p>	APPROVED
Wisconsin Union Membership Policy WU 3-7	<p>Abby Douglas explained that the Wisconsin Union Membership Policy was written to clarify the policy and to make it clear utilize it for direction.</p> <p>One addition is the following: members of military are considered general student member if military ID or uniform. This wording gives them more benefits than university affiliate as it was stated before. Ms. Dibbell would like a change made in the wording of the Wisconsin Union Theater. Where ever it says 'Wisconsin Union Theater' the wording should be changed to "Wisconsin Union Theater sponsored events". George Cutlip suggested instead of "military ID" it should state "current military ID."</p> <p>Mark Guthier moved to approve the policy with the requested edits. Derek Field seconded. Motion approved.</p> <p>Hank Walter asked about section 5 regarding University Guest's Membership to Hoofers. The way it is written it implies that you don't have to be a Union member to be a member of Hoofers. In order to be</p>	APPROVED

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<p>Facilities Policy</p> <p>Minimum Wage Update</p>	<p>part of Hoofers, you have to be a union member. Ms. Douglas suggested she will delete part F which would resolve the error.</p> <p>There was no Facilities policy to discuss due to a miscommunication.</p> <p>Hank Walter met with the Administration subcommittee twice about the minimum wage topic and the student voice was rather limited at those meetings. To give Council a sense and scope of the matter they looked at the implications to the budget if an increase was made for student wages. For an undergraduate instate tuition (including room, board, etc.) the cost is \$24,719 a significantly decreased amount compared to out of state. With the instate numbers, about 51% of graduates from last year had some sort of debt after graduation. The average debt was about \$27,000, which would average out to \$6,662 dollars per year. They asked how much a student had to work in order to pay off these debts. There are also implications that students who work more than 12 hours a week will have a negative impact on their grades.</p> <p>Bill Mulligan read the following statement:</p> <p style="padding-left: 40px;">The Wisconsin Union as the heart of this great University realizes its importance in setting the tone for student life, especially for student employees of which we have over 1,400. In regards to student wages, the Union would like to take this opportunity to comment upon the discussion surrounding college affordability. We believe we run an efficient organization and spend our money wisely. In order to increase student wages, we would have to increase segregated fees, decreasing affordability for all students. We believe in paying competitive wages, but we also believe student wages are only a small part of the college affordability equation. Increasing segregated fees for all students and redirecting those dollars only towards the ones that work for the Union would not be helping those who need it the most, but rather make it an unequitable distribution. The university already redirects dollars towards need based financial aid and the financial aid office has the most complete information regarding need. The Wisconsin Union highly values its student workers; however we believe there are more equitable ways to deal with college affordability than just raising student wages across the board. This being said the Wisconsin Union is willing to be an active participant in any campus wide student affordability and wage discussions.</p> <p>The average student works 9-12 hours per week and can work up to 20 hours. International students usually choose to work 20 hours. Ms. Bergman pointed out that this topic was researched in the current financial climate because Council wanted to follow up on topics brought up during forum.</p> <p>Hank Walter asked Council to provide direction in this area. Annie Paul felt that this was a wonderfully crafted statement. George Cutlip agreed and asked who the biggest employer of students is on campus. Housing and RecSports are, but the Union is definitely near the top.</p> <p>Derek Field asked if we can ask students since they're the ones who are affected the most by this change. Juli Aulik reminded the group that this was suggested in open forum and is what we are responding to. We did this to be respectful to what was a very good case.</p>	
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Committee Reports	<p>Derek Field asked if the RecSports referendum was increasing the fee to increase student wages. Devon Maier responded that RecSports was down compared to other wages on campus. They looked at increasing variance so there's room for advancement.</p> <p>Sarah Bergman suggested that the best way to go move forward is to vote on this statement or if we want to vote to pursue this issue. First we should decide if Council wants to move forward or not. George Cutlip suggested that we need a coalition to pledge segregated fees.</p> <p>It was voted on whether the proposed statement would be accepted or if further research wanted to be done on the matter. 8 voted that they were happy with the proposed statement while 2 asked for further research on the topic.</p> <p>Jack Comeau is the president for the 2015-2016 academic year and has stated that next year's Council will continue to abide by that statement.</p> <p>Devon Maier moved to approve the statement. Annie Paul seconded. Motion passed.</p> <p>Facilities subcommittee chair Jenny Knoppel reported that not much has happened since the last meeting. There will be a survey done regarding smoking on the Terrace regarding defining where it is allowed and what is smoking.</p> <p>Daniel Banh announced that the WUD banquet will be held tomorrow night and had nothing else to report.</p> <p>Abby Douglas said most of Hoofers efforts have been working on the policies presented during the meeting as well as introducing Philip Ostrov and Kaia Yashadhana to the committee and preparing them for the upcoming year. Ronnie Pisano is the 2015-16 Hooper Council president.</p> <p>Sarah Bergman reminded everyone that this is the last Council meeting and that term limits need to be discussed. Those who need to discuss the topic were asked to stay after the meeting. Ms. Bergman reported that she is busy getting ready for MUBA weekend. She has also been working with Jack Comeau on the President transition. Revelry is next weekend and efforts are in full swing. She's been working on the Hooper charge discussed at last month's meeting. And finally, in regards to dining services, we discussed capitalizing on trends like using Chia seeds.</p> <p>Derek Field reported that ASM sent a handful students to a conference in DC. ASM's last day of this academic year is next Thursday.</p> <p>Hank Walter wanted to touch back on a conversation that was had at last meeting in regards to the sexual assault at Memorial Union. They were able to track down some information. Will asked about CSA's last time and he clarified the questions asked about it. The same legislation that makes university have the online log holds to CSA's. Some faculty that fall into certain categories are obligated to report certain activities. All permanent staff fall under this category. There is also a 19 minute video for students and a supplementary online quiz.</p>	APPROVED
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	<p>Tom Hogan, HR Director retired today as well as Robin Selvaag of Facilities. A staff member for small capital projects, Joel Gerritts, has been appointed. The Basketball tournaments (March Madness were good for the Union.</p> <p>Abby Douglas summarized the riding club situation discussed at last meeting for those who weren't present. In summary the Riding Club is projected to lose money. There are efforts being undertaken to improve the situation, such as price changes and fundraising efforts. Hoofers will cover the loss. Union Council asked that a monthly financial report be given to Union Council Exec each month.</p> <p>Bill Mulligan reported that he has been working on the student wages.</p> <p>Mark Guthier spoke about the campus budget news. He communicated to all staff members that there are no anticipated layoffs and that's still the case now. We are handling staff reductions through attrition.</p> <p>The Chair Fair is on Thursday and all indications are that we will start Phase II sometime in May. A new project manager started on Monday, Denis Starrett. He will have full responsibility of looking over the entire project. The Terrace Paver Campaign will start in June.</p> <p>Annie Paul reported that the senior class officers have a two-part gift this year. The first is a viewfinder for the Memorial Union building for all Terrace goers to use. The second is the Wisconsin Idea Scholarship.</p> <p>Mark Guthier announced that the Association of College Unions International just had its annual meeting and the Wisconsin Union's campaign for opening the west wing won best in show for the Steal This Idea contest.</p> <p>Ms. Bergman adjourned the meeting at 8:10 P.M.</p>	
ADJOURNMENT		

Hoofers Ski and Snowboard Presentation Charge

In response to alcohol-related misconduct from the spring 2015 semester which resulted in a suspension of Hoofers Ski and Snowboard club's RSO status, the Union Council charges Hoofers Ski and Snowboard club to hold an informational presentation during the October 21, 2015 council meeting.

This presentation should include:

- Details of the training Ski and Snowboard trip leaders receive
- Details of orientation which trip attendees undergo
- Any agreements, waivers, manuals, or guidelines which Hoofers Ski and Snowboard requires trip sign or receive in order to attend a trip
- Social activities (including substance-free social activities) to occur on Hoofers Ski and Snowboard trips

The presentation should make apparent any changes to any of the previously mentioned items as a result of the 2015 Spring misconduct.

Wisconsin Union
Income Statement - Revenue/Expense
Year to Date
As of July 31, 2015

REVENUE

	PRIOR ACTUAL	CURRENT BUDGET	CURRENT ACTUAL	PRIOR CS %	BUDGET CS %	CURRENT CS %	PRIOR YEAR VARIANCE	PRIOR YEAR %	BUDGET VARIANCE	BUDGET %
Direct Operating Revenue										
Restaurants	\$1,254,652	\$1,280,290	\$1,362,430	27.7%	28.4%	29.3%	\$107,778	8.6%	\$82,140	6.4%
Markets & Cafes	523,069	538,608	549,442	11.6%	12.0%	11.8%	26,373	5.0%	10,834	2.0%
WU Catering	504,406	392,500	469,640	11.2%	8.7%	10.1%	(35,766)	(7.1%)	76,140	19.4%
Conf Center Catering	114,136	98,947	106,436	2.5%	2.2%	2.3%	(7,700)	(6.7%)	7,489	7.6%
Retail	216,793	202,555	235,710	4.8%	4.5%	5.1%	18,917	8.7%	33,155	16.4%
Programs	223,704	273,414	230,542	4.9%	6.1%	5.0%	6,838	3.1%	(42,872)	(15.7%)
Total Op Revenue	2,836,760	2,786,314	2,953,200	62.7%	61.9%	63.4%	116,440	4.1%	166,886	6.0%
Indirect Revenue										
Commissions	33,400	34,239	34,830	0.7%	0.8%	0.7%	1,430	4.3%	591	1.7%
Rentals	52,355	54,600	38,578	1.2%	1.2%	0.8%	(13,777)	(26.3%)	(16,022)	(29.3%)
Service Revenue	92,101	87,204	94,912	2.0%	1.9%	2.0%	2,811	3.1%	7,708	8.8%
Reimbursements	3,075	7,000	5,612	0.1%	0.2%	0.1%	2,537	82.5%	(1,388)	(19.8%)
Total Indirect Revenue	180,931	183,043	173,932	4.0%	4.1%	3.7%	(6,999)	(3.9%)	(9,111)	(5.0%)
Net Operating Revenue	3,017,691	2,969,357	3,127,132	66.7%	65.9%	67.1%	109,441	3.6%	157,775	5.3%
Other Revenue										
Student Segregated Fees	860,775	882,193	882,193	19.0%	19.6%	18.9%	21,418	2.5%		
Student Seg Fees - UBP	614,517	617,231	617,231	13.6%	13.7%	13.3%	2,714	0.4%		
Campus Vending	18,890	17,540	17,540	0.4%	0.4%	0.4%	(1,350)	(7.1%)		
Membership	8,794	8,592	8,690	0.2%	0.2%	0.2%	(104)	(1.2%)		
Investment Revenue	400	850	497	0.0%	0.0%	0.0%	97	24.3%	98	1.1%
Investment Rev - UBP		758		0.0%	0.0%	0.0%			(353)	(41.5%)
Miscellaneous	1,443	6,143	4,071	0.0%	0.1%	0.1%	2,628	182.1%	(758)	(100.0%)
Total Other Revenue	1,504,819	1,533,307	1,530,222	33.3%	34.1%	32.9%	25,403	1.7%	(3,085)	(0.2%)
Total Revenue	4,522,510	4,502,664	4,657,354	100.0%	100.0%	100.0%	134,844	3.0%	154,690	3.4%
EXPENSES										
Cost of Goods Sold										
Food	935,925	945,490	929,122	20.7%	21.0%	19.9%	(6,803)	(0.7%)	(16,368)	(1.7%)
Retail Merchandise	9,534	6,854	7,843	0.2%	0.2%	0.2%	(1,691)	(17.7%)	989	14.4%
Total Cost of Goods Sold	945,459	952,344	936,965	20.9%	21.2%	20.1%	(8,494)	(0.9%)	(15,379)	(1.6%)
Direct Op Expenses										
Salaries, Wages, Fringes	825,526	744,967	802,651	18.3%	16.5%	17.2%	(22,875)	(2.8%)	57,684	7.7%
Supplies & Services	339,741	346,454	346,369	7.5%	7.7%	7.4%	6,628	2.0%	(85)	(0.0%)
Depreciation - Equipment	29,695	34,378	34,649	0.7%	0.8%	0.7%	4,954	16.7%	271	0.8%
Total Direct Op Expenses	1,194,962	1,125,799	1,183,669	26.4%	25.0%	25.4%	(11,293)	(0.9%)	57,870	5.1%
Support Services										
Salaries, Wages, Fringes	279,672	296,753	302,557	6.2%	6.6%	6.5%	22,885	8.2%	5,804	2.0%
Supplies & Services	61,975	84,801	28,531	1.4%	1.9%	0.6%	(33,444)	(54.0%)	(56,270)	(86.4%)
Depreciation - Equipment	6,435	6,369	10,979	0.1%	0.1%	0.2%	4,544	70.6%	4,610	72.4%
Total Support Services	348,082	387,923	342,067	7.7%	8.6%	7.3%	(6,015)	(1.7%)	(45,856)	(11.8%)

Wisconsin Union
Income Statement - Revenue/Expense
Year to Date
As of July 31, 2015

	PRIOR ACTUAL	CURRENT BUDGET	CURRENT ACTUAL	PRIOR CS %	BUDGET CS %	CURRENT CS %	PRIOR YEAR VARIANCE	PRIOR YEAR %	BUDGET VARIANCE	BUDGET %
Facilities										
Salaries, Wages, Fringes	\$450,025	\$443,412	\$429,978	10.0%	9.8%	9.2%	(\$20,047)	(4.5%)	(\$13,434)	(3.0%)
Supplies & Services	106,136	91,560	70,669	2.3%	2.0%	1.5%	(35,467)	(33.4%)	(20,881)	(22.8%)
Depreciation - Equipment	36,138	45,989	44,708	0.8%	1.0%	1.0%	8,570	23.7%	(1,281)	(2.8%)
Total Facilities Expenses	592,299	580,951	545,355	13.1%	12.9%	11.7%	(46,944)	(7.9%)	(35,996)	(6.1%)
Programs & Leadership										
Salaries, Wages, Fringes	80,590	77,821	78,481	1.8%	1.7%	1.7%	(2,109)	(2.6%)	660	0.8%
Supplies & Services	29,906	42,001	24,328	0.7%	0.9%	0.5%	(5,578)	(18.7%)	(17,673)	(42.1%)
Depreciation - Equipment	989	1,868	1,612	0.0%	0.0%	0.0%	623	63.0%	(256)	(13.7%)
Total Program Expenses	111,485	121,690	104,421	2.5%	2.7%	2.2%	(7,064)	(6.3%)	(17,269)	(14.2%)
Depreciation & Major Repairs/Maintenance										
Major Rprs/Mnt - Equip	1,108	1,100		0.0%	0.0%		(1,108)	(100.0%)	(1,100)	(100.0%)
Major Rprs/Mnt - Bldg	61,908	91,508		1.4%	2.0%		(61,908)	(100.0%)	(91,508)	(100.0%)
Def Bldg Exp - UBP	166,450	(16,470)	75,038	3.7%	(0.4%)	1.6%	(91,412)	(54.9%)	91,508	(555.6%)
Depreciation - Bldg	32,160	32,160	32,160	0.7%	0.7%	0.7%				
Total Depr & Major Repairs/	261,626	108,298	107,198	5.8%	2.4%	2.3%	(154,428)	(59.0%)	(1,100)	(1.0%)
Utilities, Taxes & Insurance										
Unemployment Compensation	1,617	1,208		0.0%	0.0%		(1,617)	(100.0%)	(1,208)	(100.0%)
Worker's Compensation	6,517	6,517	6,517	0.1%	0.1%	0.1%				
Telephone	7,200	6,732	6,732	0.2%	0.1%	0.1%	(468)	(6.5%)		
Insurance - Property	10,400	8,588	17,600	0.2%	0.2%	0.4%	7,200	69.2%	9,032	105.4%
Heating/Cooling	11,617	11,284	9,092	0.3%	0.3%	0.2%	(2,525)	(21.7%)	(2,192)	(19.4%)
Electricity	14,133	14,921	13,928	0.3%	0.3%	0.3%	(205)	(1.5%)	(993)	(6.7%)
Water & Sewer	5,250	2,500	2,500	0.1%	0.1%	0.1%	(2,750)	(52.4%)		
Trash Removal	6,808	6,945	6,945	0.2%	0.2%	0.1%	137	2.0%		
Total Utilities, Taxes & Insur	63,542	58,675	63,314	1.4%	1.3%	1.4%	(228)	(0.4%)	4,639	7.9%
State/UW Assessments										
Municipal Services	7,900	8,137	9,300	0.2%	0.2%	0.2%	1,400	17.7%	1,163	14.3%
Utility Assessments	20,234	15,079	15,079	0.4%	0.3%	0.3%	(5,155)	(25.5%)		
UW Assessments	97,041	130,170	130,169	2.1%	2.9%	2.8%	33,128	34.1%	(1)	(0.0%)
Total State/UW Assessment	125,175	153,386	154,548	2.8%	3.4%	3.3%	29,373	23.5%	1,162	0.8%
Other Expenses										
Debt Svc UBP/UW	525,182	564,858	564,858	11.6%	12.5%	12.1%	39,676	7.6%		
Misc - SWF, S&S	8,237	17,402	28,756	0.2%	0.4%	0.6%	20,519	249.1%	11,354	65.2%
Reimbursements	3,075	7,000	5,612	0.1%	0.2%	0.1%	2,537	82.5%	(1,388)	(19.8%)
Total Other Expenses	536,494	589,260	599,226	11.9%	13.1%	12.9%	62,732	11.7%	9,966	1.7%
Total Expenses	4,179,124	4,078,326	4,036,763	92.4%	90.6%	86.7%	(142,361)	(3.4%)	(41,563)	(1.0%)
Net Income/(Loss)	343,386	424,338	620,591	7.6%	9.4%	13.3%	277,205	80.7%	196,253	46.2%

	CURRENT BUDGET	CURRENT ACTUAL	BUDGET VARIANCE	PRIOR ACTUAL	
REVENUE					
OPERATIONS & PROGRAMS					
RETAIL DINING	\$1,818,898	\$1,911,873	\$92,975	\$1,777,721	Restaurants and Markets & Cafes
CATERING	491,447	575,076	83,629	618,542	MU/US and Grainger Catering, plus Conference Centers
FACILITY RENTALS & FEES	294,695	324,894	30,199	326,330	US Hotel/MU Guestrooms, AV rentals, campus vending, Facility fees,...
PROGRAMS	273,414	230,542	(42,872)	223,704	Theater Operations/Season, Minicourses, Alt Breaks, Hoofers,...
SUBTOTAL OPS&PROG	2,878,454	3,042,385	163,931	2,946,297	
SEG FEES - WU	882,193	882,193		860,775	
SEG FEES - UBP	617,231	617,231		614,517	
PARTNERSHIP/WISCARD RE	65,482	51,870	(13,612)	48,241	Wiscard partnership fees, ATM commissions, Housing Wiscard web transaction fee reimbursement,...
CAMPUS/OTHER REIMBURS	47,574	52,103	4,529	41,395	Campus Photo ID Office/CESO support, student theater ticket subsidy supp, offsetting cost reimbursements, ...
MEMBERSHIP & MISC	11,730	11,572	(158)	11,285	Membership, interest income, miscellaneous gifts/contributions, ...
TOTAL REVENUE	4,502,664	4,657,354	154,690	4,522,510	
EXPENSES					
COST OF GOODS SOLD	952,344	936,965	(15,379)	945,459	Food costs, products and costs associated with generating revenue by the units
DIRECT OP EXPENSES	1,141,902	1,213,691	71,789	1,205,467	Salaries/wages/fringes, general expenses for the revenue units, Hoofers expenses, Minicourses,...
SUPPORT SERVICES	371,821	312,046	(59,775)	337,578	
FACILITIES	580,951	545,355	(35,596)	592,299	
PROGRAMS & LEADERSHIP	121,690	104,421	(17,269)	111,485	Includes cost of WUOD no fee or admission cost programming expenses
DEPRECIATION/BUILDINGS	32,160	32,160		32,160	
MAJOR REPRS/BLDGS & EQ	76,138	75,038	(1,100)	229,466	Includes UBP commitment
UTILITIES/TAXES/INS/TELEP	58,675	63,314	4,639	63,542	
STATE/UW ASSESSMENTS	153,386	154,548	1,162	125,175	
INTEREST EXPENSE/BONDS	564,858	564,858		525,182	
OTHER & OFFSETTING EXP	24,401	34,368	9,967	11,312	Wiscard credit card fees, UBP project swf, cashier testing services...
TOTAL EXPENSE	4,078,326	4,036,764	(41,562)	4,179,125	
NET INCOME(LOSS)	424,338	620,590	196,252	343,385	



Dear Tyler O'Connell,

This letter is to inform you of the decision made by the Wisconsin Union Council Executive Committee in regards to your misconduct on Saturday, July 18th 2015. This decision does not supersede any University rules governing the social activities of the student body. As you are an officer of the Wisconsin Union, this decision has been made pursuant to Wisconsin Union Policy PL3-11 (Disciplinary Procedures for Union President and Vice Presidents).

Based on a preponderance of the evidence including the report filed by a Der Rathskeller Assistant Manager, and the presence of multiple executive committee members the night of the incident, it has been found that you engaged in substantial acts of misconduct as a Union Officer. These acts include the use of false identification, disrupting operations, and disrespecting Union Staff.

The disciplinary actions decided upon include probation (full removal from duties, except as outlined below) through October 19, 2015 as the Vice President of Development. Additionally, before returning to duty, the following must be completed:

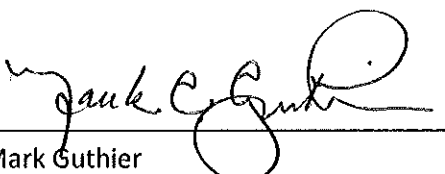


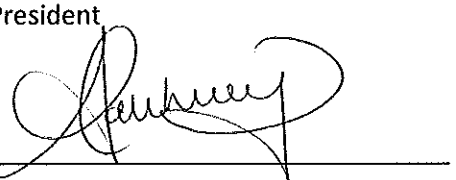
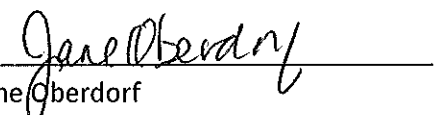
- No additional alcohol-related misconduct of any form may occur
- Three meetings with your Advisor, to be scheduled every two weeks
- Full event coverage of Badger Bash shadowing a SETT Dining Services Student Supervisor on 9/19 or 9/26 (home football games)
- Coverage of one Friday or Saturday night SETT show with a Wisconsin Union Building Manager
- UHS Alcohol Assessment and creation of a Personalized Treatment Plan resulting in, at minimum, 2 meetings with a counselor; you will need to produce signatures verifying completion of each appointment.
 - (Additional Details may be found at:
<http://www.uhs.wisc.edu/services/counseling/how-we-can-help/alcohol-and-other-drug-assessment.shtml>)
- A reflection paper integrating your thoughts and experiences from all of the above

Lastly, your stipend will be prorated to reflect your absence from duties by a reduction of \$1,000. Upon returning to your duties, it is required that you explain to members of the Wisconsin Union Directorate the reasons for your absence in order to convey the message that underage drinking and alcohol-related misconduct as a representative of the Wisconsin Union is not tolerated.

Please know also that this disciplinary process does not impact only you; much additional burden falls upon other members of your team in the Wisconsin Union as a result of your actions. Your duties will be assumed by your colleagues until your probation is lifted, which substantially reduces the capacity of the officer team. The Wisconsin Union values you as a student leader and sincerely hopes you are able to turn this into an impactful learning experience.

Sincerely,

The Wisconsin Union Council Executive Committee


Mark Guthrie
Director
Philip Ostrov
Vice President of Internal Relations
Susan Dibbell
Assistant Director - Program & Leadership Development
Jack Comeau
President
Khea Yashadhana
Vice President of External Relations
Jane Oberdorf
Assistant Director - Administration



Events-Meal Payment Form

Meal expenses are payable if the criteria listed below is met. In order to satisfy the "Headquarters City" requirements, you must be able to check one box in each category. A printed, completed copy of this form and the required documentation should be attached to the payment mechanism (e.g., e-Reimbursement, Purchasing Card Log, Requisition, Direct Payment Form, or PIR). Individual meals are not payable on the card.

Event: Union Council Meeting-Sept

Date: 9/17/15

Event Location: ☒ On Campus

☐ Off Campus

Note: When held in the headquarter city for the majority of the attendees, the event must be held on campus.

Was a fee collected from participants to cover costs? ☐ Yes ☒ No

1. Allowable Expenses: (Check the box that pertains to the event)

- ☐ The meeting was held at the headquarters city of the majority of the attendees and business could not be effectively conducted without the inclusion of a meal.
- ☐ The meal was provided in the headquarters city and a mealtime speaker was scheduled.
- ☒ Business was conducted during the meal.
- ☐ Facilities were not available near the meeting location for attendees to eat on their own.

2. Reasonable Approved Expenses:

- ☒ The meal expenses, for State/UW employees, including tax and tip, were within the allowable State maximums and meal expenses for all non State/UW employees are reasonable and in accordance with the Division's Dean/Director's office policy.

3. Documentation Requirements: (Provide information requested in "Business Purpose" category if detailed agenda is not attached.)

- ☐ Business Purpose: _____
- Event Name: _____
- Purpose: _____
- Number of attendees: _____
- Date and time (beginning and ending): _____
- ☒ Meeting agenda, which includes above information is attached (Preferred).

4. Participant Information:

- ☒ A list of meeting participants including name and affiliation is attached (Required). [Participants List Excel Form](#)

5. Proof of Payment: (Check the box that pertains)

- ☒ Original detailed invoice/receipt showing amount paid is attached. (Solitary credit card slips are not sufficient)
- ☐ A copy or handwritten receipt is attached because:
- ☐ Vendor will submit original invoice. (When form is used as part of the purchase order process.)

(Signature of Approving Official) Not required if included in the payment mechanism.



Union Council Meeting Agenda

Thursday, September 17, 2015

5:30pm - 7:30pm

5:30 pm	Dinner Served	
6:00 pm	Call to Order Ice Breaker (5 min)	Jack
6:05 pm	Approval of 4-21-15 Meeting Minutes	Jack
6:10 pm	Union Council Training (40 min) <ul style="list-style-type: none">• Role of the College Union• History/Organizational Structure• Bylaws & Constitution• Shared Governance/Subcommittees• Policy Index• Finances• Parliamentary Procedure• Building Project, Annual Report	Mohan Khea Susan Jack Philip Jane Ronnie Mark
6:50 pm	Hoofers Ski and Snowboard Charge (5 min)	Jack
6:55 pm	Officer Suspension (5 min)	Jack
7:00 pm	Hoofers Riding Club Monthly Update (10 min)	Anna
7:10 pm	Officer Reports (5 min)	Officers
7:15 pm	Renovation Update (5 min)	Mark
7:20 pm	Open Forum (10 min)	All
7:30 pm	Meeting Adjourned	

Union Council 2015 – 16

September – October 2015

Attendees for 9/17/15 Union Council Meeting

Juli Aulik	Alumni Rep	jaulik@mhtc.net
Lori Berquam Argyle Wade	Ex-Officio	lberquam@studentlife.wisc.edu
Jack Comeau	President	jcomeau@wisc.edu
George Cutlip	Alumni Rep (WAA)	geowva@gmail.com
Susan Dibbell	Ex-Officio	smvandeh@wisc.edu
Brett Ducharme	ASM Rep	bducharme2@wisc.edu
Jessica Franco-Morales	ASM Rep	francomorale@wisc.edu
Mark Guthier	Secretary	mcguthier@wisc.edu
Erin Harper	ASM Rep	eeharper@wisc.edu
Madison Laning	ASM Chair	chair@asm.wisc.edu
William Lipske	Academic Staff	wclipske@wisc.edu
Peter Lipton	Faculty Rep	plipton@facstaff.wisc.edu
Mohan Mandali	WUD Rep	mandali@wisc.edu
Jane Oberdorf	Acting Treasurer	jane.oberdorf@wisc.edu
Philip Ostrov	VP – Internal Relations	postrov@wisc.edu
Ronnie Pisano	WUD Rep	president@hoofers.org
Khea Yashadhana	VP – External Relations	yashadhana@wisc.edu

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MEMBERS			
Juli Aulik, Alumni Rep		Erin Harper, ASM Representative	X
Lori Berquam, Ex- Officio		Madison Laning, ASM Chair	X
Jack Comeau, President	X	William Lipske, Academic Staff	X
George Cutlip, Alumni Rep (WAA)	X	Peter Lipton, Faculty Representative	
Susan Dibbell, Ex- Officio	X	Mohan Mandali, WUD Representative	X
Brett Ducharme, ASM Representative	X	Jane Oberdorf, Acting Treasurer	X
Jessica Franco-Morales, ASM Representative	X	Philip Ostrov, VP – Internal Relations	X
Mark Guthier, Secretary	X	Ronnie Pisano, WUD Representative	X
		Khea Yashadhana, VP – External Relations	X

Guests: Lori DeMeuse, Director's Office Executive Assistant

TOPIC	DISCUSSION	ACTION
Call to Order	Jack Comeau called the meeting to order at 6:00 pm.	Motion Passed
Approval of Minutes	Minutes from the April 21, 2015 meeting were approved. Jack Comeau made a Motion to Approve . Brett Ducharme Seconded . None opposed. Motion Passed .	
Union Council Training	Mr. Comeau led a training session for new those new to Union Council. He and other Union Council members highlighted the materials that were in the binder that was distributed.	
	Mohan Mandali, WUD Rep, reviewed the Role of the College Union Statement.	
	The history and organizational structure of the Union was presented by VP for External Relations Khea Yashidhana. She also reviewed the Union's organization chart.	
	Susan Dibbell, Asst. Dir. for Programs and Leadership highlighted key points of the by-laws and constitution.	
	Jack Comeau reviewed student shared governance from Wisconsin state statute 36.09. He also summarized the five Union Council Sub-Committees. Each Union Council member must sit on a sub-committee. Chairs and staff facilitators for 2015-16 are: <u>Administration:</u> Jack Comeau, Chair and Jane Oberdorf, Staff <u>Dining Services:</u> Philip Ostrov, Chair and Carl Korz, Staff <u>Facilities:</u> Khea Yashadhana, Chair and Paul Broadhead, Staff <u>Program and Leadership:</u> Ronnie Pisano Chair and Susan Dibbell Staff <u>External Relations:</u> Mohan Mandali Chair and Mary Kay Dadisman Staff The sub-committee meetings are where important issues are discussed. They then make recommendations to the full Union Council.	
	Philip Ostrov pointed out the Union Policies Index. All policies are accessible.	
	Jane Oberdorf distributed a snapshot and income statement for fiscal year 2015, which spanned the period July 1, 2014 – June 30, 2015. The Union ended fiscal year 2015 with \$14,482 in net income. Ms. Oberdorf gave a brief explanation of each of the documents, the most	

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<p>Officer Suspension</p>	<p>recent of which will be provided at each meeting. She walked through the important aspects of each document, explained how to read the statements and gave examples.</p> <p>Mark Guthier indicated that the meetings will follow parliamentary procedure. The name card distributed to each council member has a “cheat sheet” with Robert’s Rules on the reverse.</p> <p>Mark Guthier spoke about the building project and annual report documents. The building project handout contains FAQ’s on the Memorial Union Reinvestment Project. Information may also be found on the Union’s website. The 2015-16 Annual Plan document was submitted to the Vice Chancellor for Finance and Administration on June 30. Priorities 1 – 3 are VCFA related. The remaining are Wisconsin Union priorities.</p> <p>Jack Comeau read the letter of suspension sent to Vice President for Development Tyler O’Connell. Mr. O’Connell will remain on probation through 10/19/15, which at that time may be lifted providing he meets the conditions outlined in the letter. Ronnie Pisano is serving in an acting capacity while Mr. O’Connell is suspended.</p>	
<p>Riding Club Monthly Update</p>	<p>Mr. Comeau provide background on the Riding Club and the purpose of the monthly update. Anna Tolle, president of the Riding Club gave her history of involvement with the club. The Riding Club operates on 40 acres with a 40 stall facility. In 2012 the club did not have a stable manager and the club president served in this role. Many items fell through the cracks. Unexpected horse care costs, staff turnover and raising wages all contributed to financial issues. The following items are being done to improve the financial situation.</p> <ul style="list-style-type: none"> • A financial committee is being formed to ask what financial success will look like • The club is working on a business plan • A new lesson program is being planned • Improving the quality of the herd • Improving pastures to save on hay costs • Raising boarding prices • Decreased spending on supplies and equipment <p>There are 110 – 120 active members, 40 – 45 of which are students.</p> <p>Jessica Franco-Morales asked about finding new sources of revenue. Ms. Tolle responded that they will continue to work on fundraising.</p>	
<p>Officer Reports</p>	<p><u>Jack Comeau, President</u></p> <ul style="list-style-type: none"> • The WUD retreat was held at the end of August. All officers participated in planning the retreat. • WUD is meeting weekly. • Sunburst Festival was held on 8/31. • Mr. Comeau attended the Hooper Retreat. <p><u>Philip Ostrov, Vice President for Internal Relations</u></p> <ul style="list-style-type: none"> • He attended the SEAG meeting • Planned a full-day retreat for WUD leaders • He participated on the Sunburst Festival planning committee • Working on trainings and social events for WUD 	

	<p><u>Khea Yashadhana, Vice President for External Relations</u></p> <ul style="list-style-type: none"> • Is revamping marketing materials • Helped with the launch of the new Union website • Working on a proposal for marketing to attract new members • Working on developing WUD goals <p><u>Mark Guthier, Secretary</u></p> <ul style="list-style-type: none"> • Associate Director Hank Walter left his position in mid-June. The position description for his replacement has been completed and recruitment will begin soon. Jack Comeau will appoint a student employee to sit on the selection committee. Union Council members will have an opportunity to meet with the finalists. • Recently attend a campus master planning meeting. There is a placeholder for student social space with meeting rooms on the west side of campus. • Major fundraising for the building project has been completed. The project was funded with approx. 60% student fees with the balance coming from Union operating funds and gifts. • The Memorial Union Building Association is meeting October 1 – 3 at Union South. <p>Will Lipske asked (asking for Brett Ducharme) why there is an increase in dining revenue but not an increase in COG. Mark responded that it is likely a timing issue. There was also a question about program revenue—which is also likely a timing issue.</p>	
Hoofer Ski and Snowboard Charge	<p>Jack Comeau explained the charge presented to Hoofers in response to the suspension of the Ski and Snowboard club's RSO status in spring 2015. The Club has been charged to hold an informational presentation during the October 21, 2015 meeting. Hoofer Club president Ronnie Pisano requested moving the presentation to the November 19 meeting. Ms. Dibbell asked about planning for the trips during break if the presentation is postponed. Ms. Laning asked if the club can get things done with the RSO restrictions. Mr. Pisano responded that the club is meeting once a week which makes it hard to plan. Ms. Laning also asked about funding for the club. Mr. Comeau responded that the club has their own funds which come from membership and participant fees.</p>	
Renovation Update	<p>Mr. Guthier reported that the renovation of the central and east wings is on schedule. Focus currently is on the loading dock. The wall for the underground loading dock is in. Staff moved out the east and central wings in early September.</p> <p>Madison Laning asked about the Alumni Park Project. Mr. Guthier responded that this project is funded separately but the project is lumped together with the Memorial Union project.</p>	
Open Forum	<p>Revelry – it was asked how this program will be funded this spring and the Union's relationship to the program. Mr. Comeau responded that it is still a work in progress. We don't have the funding that we had last</p>	

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	<p>year. There need to be significant changes this year. Mr. Comeau has talked with ASM about using segregated fee reserves for this year's event. There is also discussion about pursuing a referendum for the future. There is a group of students working on finding sponsorship. Jessica asked where the DOS is on funding for this event. Mr. Comeau responded that the Dean of Students gave \$25,000 the first year and \$5,000 last year. There is no commitment for future funding. Mr. Cutlip asked about the interest from students for this event. Mr. Comeau responded that the students are working on a campus-wide student survey. Attendance at last year's event was not what was expected. There is interest in making this event happen again this year but we don't want it to be smaller.</p> <p>Jack Comeau made a motion to adjourn the meeting. Seconded. None Opposed. The meeting was Adjourned at 7:33 p.m.</p>	<p>Motion Passed</p>
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		Meeting Adjourned
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