

# Senate Minutes

## December 3, 2018

### Opening:

*Speaker Boos:* Call to Order  
Moment of Silence  
Reading of the ASUP Affirmation of Values

*Director Burks:* Roll Call & Establish Quorum

**MOTION TO APPROVE THE MINUTES AS AMENDED PASSES BY SENATOR TAYLOR**

**Communications:** Guest Speaker: Beth Sorensen, Director for the Office of Public Affairs

- Third year at UP- Part of the Marketing & Communications Department and former Associate Director of Media Relations
- Administration saw the need for a public relations role → created the Office of Public Affairs in July, a one-person department
- Question from the Office of Public Affairs to students, faculty, & staff: What would you like to see this department be? As a new department there is an opportunity to shape what it looks like based on what is wanted & needed on campus
- “I have this vision...to change the culture of communication on campus, and to really make it a two-way conversation, where it’s not just me talking to you or me talking at you, or the administration or your academic college talking at you, but how can we foster a different type of communication?”
- “Change doesn’t happen overnight, but I think the fact that we have this department now, that we have the beginning of a step”
- Does everything from messages about unfortunate speakers to soccer tickets
- *Director Wester:* I’ve had amazing conversations with administration at social gatherings/events. I spoke with Alan Timmins in his office and I talked to lots of people in charge at the dinner at Fr. Poorman’s house. I think that’s where we learn the most about what’s going on and have a deeper respect for what they’re doing. We can create more of those gatherings or events to have a conversation, maybe over food
  - Office of Public Affairs is exploring a Presidential Outreach Plan – how to take

- Fr. Mark's time and get him out in the UP community more, in ways that aren't just tokens but meaningful and consistent opportunities, for students and staff, where people can ask their questions directly
  - At former place of employment, there were office hours for the president, where anybody could sign up for 20-minute conversations. A past UP president had fireside chats in the residence halls
- *Director Wester*: Fr. Mark's new assistant, Evan, knows a lot about the university, so it doesn't need to just be Fr. Poorman. I think talking with anyone is valuable, especially face-to-face
  - Working with Evan on the Presidential Outreach Plan
- Idea: forum with Jim Ravelli, VP of Operations, about capital projects – updates on Dundon Berchtold Hall, next steps for Franz Campus. Or talking with people in finance about how decisions are made
- “There are times when decisions are made here and there may be some decisions where we don't have that freedom to talk much about them, but there's a lot of decisions that impact people here...we realize students never get to hear the decision-making process behind things that affect them, and that's one of the things that I would really like to address in some way”
- *Sen. Owen*: Something I've observed with our relationship between students and administration is that we fit in this weird nexus where we try to convey students' concerns to administrators when it's appropriate and vice versa. It's our only approach and may alienate students from the administration even more. The personal conversations Brandon mentioned with administrators/influencers at UP are helpful and mean a lot to students. Just sitting down and having a meal would create a better relationship between those running the school and attending the school
  - I can think of a lot in Waldschmidt who would like to do that. Especially when you're breaking bread, it's not a threatening situation. Talking about issues over dinner or coffee changes it. There's something about having lunch that makes people mix, so we can look into doing something like that on a regular basis
- *Director Sullivan*: What kinds of goals have you achieved in this role during your time here that you're proud of?
  - Biggest achievement: able to hire an outside firm to help when situations might arise. They've been super impressed by everybody that they've met at UP. The only time I've asked them for advice was the morning of the Scalia lecture, and the thing that impressed them the most was the protest – the fact that there was this incredibly powerful silent protest and that students and others stood along the sidewalks. They'd never seen anything like that – this was much more powerful, respectful, and effective to them than the protests they've seen downtown at Portland State University. That was a moment where I thought there's a role for this office to foster two-way communication. I've only been doing it a few months and I'm still doing two fulltime jobs, so I'm still shaping it
- *VP Gallagher*: We as a Senate are excited to develop this relationship with the Office of Public Affairs. You're an incredible point person for if someone in Senate

needed to meet with someone – you could help answer a question or direct them to the right person

- I feel like this job is the Information Concierge – you have a question and want to know how decisions were made, who to talk to? I'm a great place to start. I may not have the answers or be able to share them, but I will always be honest and help you get to the point of your question
- *Sen. Mathias*: Where is your office located?
  - I am in Marketing & Communications in Waldschmidt on the third floor. Some departments, like Development, HR, and Marketing, keep growing → idea in the works: renovating the old Catholic radio station building by PPlant to move HR there, since a lot of what they deal with is sensitive

### **New Business:**

*~Senators fill out semester evaluations~*

### **Reports:**

*Executive Board Report, President Nath (read by VP Gallagher)*

- Take advantage of Active Minds' Stress Less Week
- Will be in regular office hours this week with extra hours from 11:30 am to 12:30 pm on Tuesday and 5:00 – 6:00 pm on Thursday
- Project updates:
  - Israeli-Palestinian film and activist panel was a huge success. Thanks to Sage and the Political Science Department
  - Special shout out to Director Burks, the Communications Committee, and Tshombé Brown for their work on the Christmas Tree Lighting, which was a phenomenal success
  - Met with Fr. John and got a great response to plans for the Diversity Roundtable in the spring. Met with members of the Diversity Committee to identify successes and improvements for future roundtables – working on feedback survey to send to club leaders who attended
  - Working with Michael, Yuri's team, BSU, and others for an MLK day of service that ASUP can co-sponsor
- ASUP-supported events and efforts this week:
  - ASUP co-sponsored Saipan Typhoon Yutu fundraiser to send clothing, toiletries, and other necessities to Saipan - drop items off in the Mehling Ballroom on Wednesday, December 5th from 4:00 – 6:00 pm and Friday, December 7th in The Anchor at the same time
  - The post-Wally's humor video through the Beckman Humor Project, Active Minds, Actually Gavin, and ASUP, featured on Saturday, December 8th, at 6:00 pm in the Mago Hunt Recital Hall
- Thank you for your work this semester. "It has been a joy working with all of you to serve the student body and I truly cannot wait for the best that is yet to come"

### *Elections & Services Report, Vice President Gallagher*

- Services: met with all service directors last week, except for the Pilot Express Director (meeting on Thursday) – looked back on the semester to identify issues and areas to improve, as well as ideas for next semester
- Elections: updating the elections portal on Engage over break to better accommodate candidates and submissions

### *Financial Report, Director Wester*

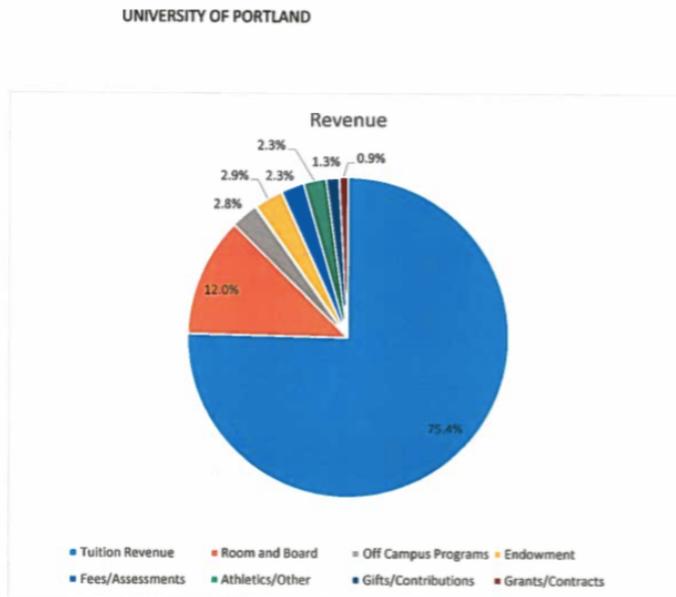
- Brady & Brandon met with Alan Timmins, the director of finance for all of UP → gained new financial knowledge about the overall budgeting process
- Started research into annual student government/activities fees at PNW colleges and how UP compares:
  - UP: \$190 – the exact same price as the average community college cost in Oregon for student government fees
  - University of Oregon: \$751.50
  - Gonzaga University: \$790
  - Oregon State University: \$1,143.69
  - Portland State University: \$393 (outdated; increases with credits)
  - Will do a formal study about student government fees after how many cuts had to be made this year. Universities are able to do more because they are charging sometimes 10x more than what we do
- Problems with the Constitution on financial aspects: almost every point regarding finance is factually incorrect
  - Capital Improvements Fund: asking to put aside 7.5% of our budget to build something on campus – no longer exists due to problems with administration
  - Endowment and rollover between semesters: Notre Dame invests our endowment as a university function once a year in September/October. The Constitution incorrectly states that it is deposited twice a year after each semester, which locks away thousands of dollars that is untouched and being wasted by sitting in the account
  - Those who wrote the financial aspects of the Constitution do not display proper knowledge of the financial process of UP – Alan Timmins said that Brandon was the only ASUP Director of Finance to meet with him
- Spoke with Timmins about the Moreau Center:
  - Campus departments apply for a certain amount of money to Fr. Donato, who prioritizes the budget requests in a list and presents them to Alan Timmins and the Budget Committee, which consults and gives the amount of money they see fit for each department – similar process as FMB
  - Alan Timmins was shocked that the Moreau Center and other departments/organizations are asking money from ASUP based on what they don't get from the university → need to formally define what the Student Activities Fee is for
  - The things the Moreau Center does are great, as well as other organizations like FGen, so it's a rough spot for ASUP to be in to be asked to supplement

their budget that they were already given

- The Student Activities Fee is for student clubs, organizations, and experiences at UP, not supplementing departments. We need to make sure that money is going directly to student experiences – if we want to support Moreau Center Immersions, why don't we do it through scholarships instead of directly transferring money into their bank account
- Currently trying to define the philosophy of the Student Activities Fee – needs to be changed in the Constitution
- Received a chart breakdown about all revenues and expenses in the university:

**2018-19 Revenue**

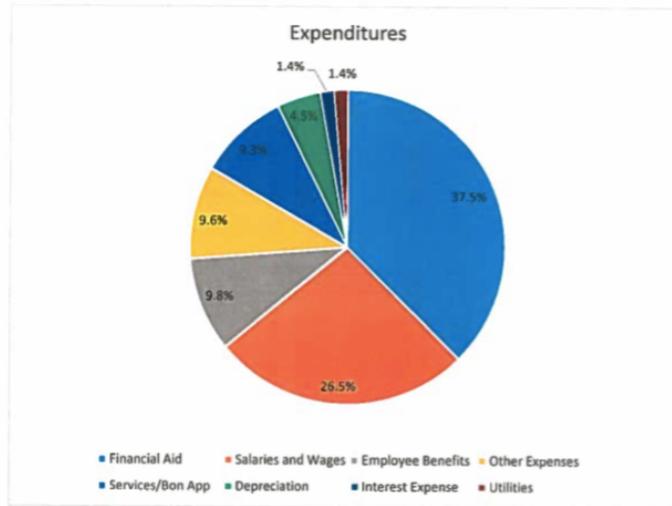
Tuition Revenue	75.4%	179,560
Room and Board	12.0%	28,692
Off Campus Programs	2.8%	6,767
Endowment	2.9%	6,969
Fees/Assessments	2.3%	5,580
Athletics/Other	2.3%	5,445
Gifts/Contributions	1.3%	3,114
Grants/Contracts	0.9%	2,153
	100.0%	238,280



UNIVERSITY OF PORTLAND

**2018-19 Expenditures**

Financial Aid	37.5%	89,395
Salaries and Wages	26.5%	63,087
Employee Benefits	9.8%	23,267
Other Expenses	9.6%	22,857
Services/Bon App	9.3%	22,202
Depreciation	4.5%	10,720
Interest Expense	1.4%	3,397
Utilities	1.4%	3,355
<b>100.0%</b>		<b>238,280</b>



- *Speaker Boos*: In meeting with Alan Timmins – seems that UP’s budgeting process is similar to FMB’s. You can see on the budget breakdown that tuition is halved by financial aid that goes back to students
  - About 50% of tuition is directly cut by financial aid – tuition is really there as a price tag to show a premium, but they actually give out more financial aid per student than really any other university in the nation. That’s why it’s hard to supplement other things on campus, when their number one focus and core of the university is to provide accessible, top notch education to people. Financial aid is the largest expense of the university, with the second being salaries/wages, and the third being employee benefits
- *Speaker Boos*: Will ask Fr. John Donato to come to Senate to discuss priorities from our constituencies and programs people would like on campus. At Stanford, there is a small committee that the university goes to each year to discuss what students were involved in on campus and what they’d like to see, which is something we can do as Senate. This would be an opportunity to inform Fr. Donato about what we think the university is doing well at and where we think more focus should be put
- Good structure idea: if Alan Timmins came in as a guest speaker and we told him what students enjoy, what departments and student activities have made great improvements, what we utilize the most – so that when they make the priority list they can have direct student input, which they don’t currently have. Having students inform the priority list that goes to Alan Timmins would be important and could potentially the Moreau Center higher on the list to get more sustainable funding

*Communications Report, Director Burks*

- Wrapping up semester projects – awaiting one more Senate response to include in the Senator spotlights to post on screens through ADvantage; waiting to make

Senator posters until Stelios' spot is filled

- Shout out to Olivia, Jordyn, & Fiona for their help at the Tree Lighting – now have over 1,000 followers on Instagram and over 1,000 subscribers to the Newsletter
- Helping advertise events this week: Active Minds' Stress Less Week

#### *CPB Report, Director Sullivan*

- Build-a-bear type workshop at the Xtreme Xmas Xtravaganza event on Thursday, December 6, from 7:00 – 10:00 pm in the Commons
  - Stuffed animals: raccoon, dalmatian, wolf, leopard, snow leopard, white dog, black dog, kangaroo, orca, tiger, zebra, wolf, giraffe, gorilla
  - Live animals: reindeer outside
- Spring semester: busier for CPB – Dance of the Decades & Rock the Bluff
  - Working with RTB coordinators over break about forming a RTB committee
  - Opportunity for volunteers to be a part of the RTB planning – trying to get as many people as possible, no application

#### *Student Affairs Committee, Senator Musquiz*

- Discussed goals for the semester – what's been done and what to do in the spring

#### *Infrastructure Committee, Senator Papoutsakis*

- Sustainability Committee meeting at 2:00 pm on Mondays
- Sen. Moore posting to Sustainability Instagram & emailed Kirk about a constituent who found a staple in their sandwich
- Matt Rygg contacted Sen. Papoutsakis: the administration is planning a Pilot Care initiative about a modified food pantry idea in place
- *Sen. Mayer:* Fiona, Monica, and Jordyn met with Gerry Gregg in Public Safety about emergency preparedness ideas – planning events for students next semester, similar to Green Dot training
- Figured out from PSafe that UP has 70 more parking spots than the City of Portland business guidelines require

#### *Communications Committee, Senator Paumier*

- Discussed how the semester went and future ideas
- Tabling ideas for next semester
- Individual projects:
  - Fiona: creating a constituency feedback survey & planning Awards Night
  - Joey: working on videos of ASUP Directors & Senators
  - Jordyn: planning Speech Night
- Brainstorming idea of ASUP Week – leading up to elections, coordinating with Pilots After Dark, social media spotlights

- Possibility of live stream ASUP meetings

*Academic Affairs Committee, Senator Anderson*

- New project by Sen. Kasper: moving some CAS departments to the new building
- Sen. Millett is scheduled to meet with Sam Williams about changing Moodle
- Academic Affairs Committee hoping to work with Communications Committee for ASUP week – doing an open forum event for constituents to come in and give us their reports all at one time
- New dean hired for the School of Nursing

### **Constituency Reports**

1. Light above the crosswalk on the university side is out (*Sen. Dekker*)
2. People want to know the costs if you break or lose your ID (*Sen. Dekker*)
  - First time it's broken or lost you can get one for free; second time if it's broken and you bring the pieces then it's free, but not without the pieces (*Speaker Boos*)
3. Changing the reimbursement inbox by Brandon's desk in the ASUP Office– unclear (*Sen. Dekker*)
4. Desks that are on the quiet floor in the rest of the library/the private cubbies (*Sen. Dekker*)
5. A lot of computers in the library – maybe replace with desks (*Sen. Dekker*)
6. People want to figure out a way to make sure that study rooms are not going to waste – that people book them and go (*Sen. Dekker*)
7. You lose the reservation 30minutes after your time was supposed to start and you're allowed to go into any study room until somebody kicks you out (*Sen. Anderson*)
8. There is no 24-hour space on campus besides the dorms à off- campus/commuter students don't have a space to do work on campus after the library closes at 2:00 am (the library was intended to be a 24-hour space) (*Sen. Owen*)
9. In the Commons the water button on the soda fountain gets stuck (*Sen. Papoutsakis*)
10. Constituency feedback from the suggestions boxes in residence halls:
  - “Waiters in the Commons”
  - “Heated sidewalks”
  - “Livestream Senate meetings” → something we'll try in the spring
  - “Better salads & quesadillas”
  - “Tunnels”
  - “Get an elevator in Kenna” → important for ADA accommodations
  - “Stop watering the sidewalks” → this has been addressed
  - “Fix the Kenna water dispenser” → need to file a work order
  - “No classes on Friday”
  - “Ketchup dispenser in Franz”
  - “If you're going to try to talk about rape, then why are you hiding the fact that there were five rapes on campus in the residence halls last year?” → will have to talk to Public Safety about reporting incidences

- “Thanks for the Haunted House” → put on by Shipstad
- “Better food”
- “Destroy Bon App”
- “Fix the PHouse”
- “Get a bus for events/driving more people to the airport. Side note: paint it purple, sko Pilots” → kind of what Pilot Express does
- “Fix the PHouse, please and thanks”
- “Basketball court in East Quad” à could be a project by a Senator
- “I would like more cookies out for consumption pls”
- “East Quad basketball court and soccer goals please”
- “East Quad basketball court please!”
- “More food that I don’t have to pay for”
- “Encourage people to be more environmentally conscious” → a project Senator Moore is currently working on
- “Can we please get the South Asian Student Union Started. Thanks! P.S. There has been a lot of delays to put this idea in action.” → The South Asian Student Union hasn’t been good about getting back to me, it’s not on my part (*Sen. Papoutsakis*) → ASUP can’t start the club, students have to make & submit the Constitution (*Dir. Wester*)
- “Paper straws throughout campus. For example, Commons, Chiles, etc”
- “Ecotainer system with mugs/drinks”
- “Pilot House food L”
- “Pilot Salad L”
- “Better food please”
- “Open breakfast until 11:00 am”
- “Remember that we are a Catholic university and make us proud to be Catholic instead of ashamed and defensive”

## Open Forum

1. Check spring schedules for Senate meetings (*Speaker Boos*)
2. Senate Refresher planned for Saturday, January 19 (*Speaker Boos*)
3. Try to have office hours during dead week/finals if you have time. Talk to committee chairs about meeting (*Speaker Boos*)
4. Looking into planning Molly Hightower event for next semester (*Speaker Boos*)
5. Events this week (*VP Gallagher*)
  - Consent Workshop: SASA’s last event this semester, tonight from 6:00 – 7:00 pm in the quiet side of the Commons
  - La Virgen de Guadalupe midnight mass: 12:30 am Tuesday night/Wednesday morning. The first traditional Spanish mass – live mariachi, cool experience
6. Active Minds’ Stress Less events (*Director Burks*)
  - Tomorrow: Zumba at 7:00 pm in St Mary’s
  - Wednesday: therapy dogs at Espresso UP from 6:30 – 9:00 pm (library will

- have paws & relax from 2:00 – 4:00 pm)
- Thursday: Game Night from 7:00 – 9:00 pm in Franz 120 – same night as CPB's winter event from 7:00 – 10:00 pm in the Commons
  - Friday: self-compassion activity from 11 am – 1 pm in the Commons
  - Saturday: humor night from 6:00 – 7:00 pm in Mago Hunt
7. Looking into adding another day in the budgeting process for clubs/organizations speak with Senators. Found it odd that only Immersions came to speak this semester à want to make it open for everyone, so there is fairer and more transparent process for clubs that want to come and say something after FMB proposes the budget (*Dir. Wester*)
  8. Junior Parents Weekend Committee formed by Becca Nerstad, meets on Mondays at 7:00 pm – want Junior Senator involvement (*Sen. Kasper*)
  9. Found an old filing cabinet in the ASUP Office that we can put back in to use: first shelf has letterhead, second shelf will have a file for each Senator and committee to keep documentation, third shelf for E-Board work, and fourth shelf is for continuity docs – to prevent information lost in transition between Senate bodies and keep it in a central location (*Sen. Owen*)
  10. Senate refresher idea: going to a lodge I know of for free (*Sen. Owen*)
  11. Looking for another Senator to join the University Park Neighborhood Association (*Sen. Mathias*)
  12. Looking to start a community service-based committee (*Sen. Mathias*)
  13. Meeting with Kirk on Wednesday at 8:00 pm (*Sen. Mathias*)
  14. I want to acknowledge all of the hard work we've done this semester, specifically all the work Stelios has done during his time on Senate (*Sen. Taylor*)
  15. Reaching out to the Moreau Center to revise their budgeting process – found it problematic and nonsensical how they are charging for Immersions & asking for funding → want to revise the internal processes to provide a more sustainable, long-term solution to provide full experiences for students and prevent cuts (*Dir. Wester*)
    - There will not be cuts to immersions this year but they are worried about future years (*Sen. Mathias*)
  16. Putting together a list for the Constitution Committee – will reach out to Senators over break (*Sen. Taylor*)

MEETING ADJOURNED