EXECUTIVE COUNCIL MEETING MINUTES
February 1, 2022 | 4:00 PM | USUSA Senate Chamber

• CALL TO ORDER
  o Approval of minutes: VP Casdorph: Moved / VP Harmon: Second / Voting body: Passed
  o Officer accountability

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<td>President Stevens</td>
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<td>Vice President Casdorph</td>
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<td>Director Roberts</td>
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<td>Senator Chowdhury-Magana</td>
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<td>Assistant Alder</td>
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• PUBLIC FORUM
  o There was no public forum.

• PRESIDENT’S REPORT
  o President Stevens: We have a meeting will all Logan and Statewide officers at 7 pm on Thursday. It will be a cool meeting to discuss some statewide initiatives and see some familiar faces from the statewide tour.

• UNFINISHED BUSINESS
  o Chief of Staff Alder: [Second Reading of ECR 2022-03]. There were a few changes in this, starting with the word “requisite” to replace “appropriate” in the phrase “appropriate service region.”
    - VP Casdorph: I think requisite is less subjective in this context.
    - VP Roberts: I’ll still argue to use the word “corresponding,” it makes more sense in the context and the word “requisite” does not work in this sentence.
    - Director Needleman: Can you explain why the term requisite doesn’t work?
• Director Roberts: The word “requisite” means “required” or “necessary” but that is not the intended function of the word in this sentence referring to the service region.
• VP Harmon: I ditto what Director Roberts said, it is not the correct use of the word.
• Motion to amend the word to “corresponding”: VP Conlee: Moved / VP Sampson: Second / Voting body: Passed
  o Chief of Staff Alder: The other change here was to add in wording that clarifies that only students currently enrolled at USU can run for office, excluding high school students with concurrent enrollment. There was also an addition of a phrase that clarifies the academic expectation for graduate student candidates.
  • Motion to approve amendments: VP Needleman: Moved / VP Conlee: Second / Voting body: Passed
  o Motion to pass ECR 2022-03 a second reading: VP Conlee: Moved / VP Needleman: Second / Voting body: Passed
• NEW BUSINESS
  o Chief of Staff Alder: [Reading of Position Description for Chief of Staff]. The changes that we made here are an update to include the responsibilities to take minutes and prepare needed materials for Executive Leadership Board meetings and Statewide Council meetings. Additionally, the requirement for office hours has been lifted for this position because the officer has to now sit in so many other meetings.
  • Motion to approve position description: VP Casdorph: Moved / VP Needleman: Second / Voting body: Passed
  o Director Roberts [Reading of Position Description for PR Director]
    • VP Needleman: Why are so many sections of this being taken out?
    • President Stevens: Director Roberts and advisors created a handbook that made a collection of advice and responsibilities, so the information cut from this document is now there.
    • Linda Zimmerman: This position description was much longer than other charters for other officers so we made these changes to move information into a separate handbook.
    • Motion to approve position description: VP Conlee: Moved / VP Needleman: Second / Voting body: Passed
• COUNCIL UPDATES
  o VP Harmon: The Black Student Union Soul Food tickets are for sale now in the card office, it will be a neat event. I am also working with my council to get the last of our funds to clubs. If you know of USUSA clubs that need funding, direct them to the funding requests.
  o Director Roberts: In two weeks we will start the first week of elections. We have 53 or 54 candidates. We have at least one candidate for every office, which is great.
  o VP Needleman: This week is Traditions Week. Tomorrow is sweater swap and, in the evening, there is an ice-skating event with free food trucks for the first entrants. There are also still tickets for Mardi Gras.
  o VP Sampson: The Spectrum Magic game is tomorrow and doors open at 6 with free t-
shirts in the Spectrum Magic colors. We have also have a women’s basketball game, men’s basketball, gymnastics, and women’s tennis. It is a busy week for sports.

- **VP Conlee:** We have been working on calendaring events at our most recent meeting.
- **VP Casdorph:** We are meeting as a facilities enhancement committee next week, so we will be looking over those requests over the course of this week. We had a successful fee board and I am sending a summary of that to President Cockett.
- **Senator Chowdhury-Magana:** We are working on Mental Health week events. We are planning to bring in a therapy zoo for that week. We are going to have our first departmental presentation coming up and I will share graphics for that soon.
- **Chief of Staff Alder:** I am here to represent a facilities request regarding the TSC information booth. This is a space that belongs to USUSA and it is an important asset in connecting USUSA officers to the rest of the student body. Currently, it is a space that is not used efficiently. When I was on President’s Cabinet as a freshman, I was expected to spend an hour at the information booth each week and I quickly learned that it was not an efficient space for connecting with students. If anyone stopped to talk, it was mostly to ask for directions to the bathroom or the campus store. Another problem this facilities request addresses is the lack of useful maps in the TSC. There is one map already but it is hard to read, and fairly inaccessible to students. Our proposal is to address these issues by installing a digital information kiosk that offers maps, as well as other materials like committee applications, information about USUSA, an involvement opportunities quiz, and other options. This request does not cover removing the desk, although that could be another helpful change to the space. This kiosk could be a helpful possibility to better connect USU students to USUSA resources, and it could be used by officers to promote specific opportunities.
  - **President Stevens:** Past officers actually drafted legislation to remove the responsibility to spend time at the info booth because it wasn’t seen as an effective use of time, and although the legislation wasn’t successful, officers haven’t used the space recently because of Covid. One possibility for the info booth area is to be used for tabling like in the Hub. It will still be a space used for USUSA. Additionally, a kiosk would also be a much more modern solution.

- **ADVISOR ANNOUNCEMENTS**
  - There were no advisor announcements.

- **ADJOURNMENT**
  - **VP Harmon:** Moved / Senator Conlee: Second / Voting body: Passed

IN ATTENDANCE: President Lucas Stevens, VP Porter Casdorph, VP Emilee Harmon, VP Taylor Sampson, VP Ethan Conlee, Senator Niyonta Chowdhury-Magana, Director Max Roberts, VP Alexis Needleman, Assistant Madeleine Alder, Linda Zimmerman.