



Structure and Program Advisory Committee

Thursday, November 19th, 2015

5:00 p.m.

VU460

- Members:** *Present:* Emma J. Opsal (AS Assessment Coordinator, Chair); Anujin Ganbat (Student-at-Large); Hannah Brock (AS VP for Business and Operations, Non-Voting)
Absent: Luciane DeAlmeida (AS Queer Resource Center Assistant Coordinator); A Blyth (AS Sexual Awareness Center Assistant Coordinator)
- Advisors:** Lisa Rosenberg (Assistant Director for Student Activities)
- Secretary:** Octavia Schultz (AS Board Assistant for Internal Committees)
- Guests:** Jordan Van Hoozer (KUGS Program Director); Jamie Hoover (KUGS General Manager); Casey Hayden (Coordinator of Student Activities)

Motions: *No motions were made.*

Opsal called the meeting to order at 5:17pm.

I. Introduction

- a. Everyone introduced themselves.

II. Information Item

- a. KUGS Presentation

Van Hoozer began the presentation by reading the KUGS mission statement to the committee, stating that it was also on the KUGS website. She gave the committee a brief overview of the history of the station, noting that it was the first station in the world to have streamed a fulltime signal over the internet. She then showed the committee a news segment that detailed the accomplishment. Hoover noted the video had been posted to the KUGS Facebook page in honor of the station's 20th anniversary. Van Hoozer mentioned that the KUGS office had been initially located on the Ridge but was moved to the Viking Union in the 1980's because of better broadcasting abilities. She stated the goal of the station was to broadcast underrepresented music, and was constantly evolving along with the needs and concerns of the campus community. She went on to describe the various positions of the KUGS staff, noting that almost all of the DJs of the station were volunteers. She stated that any student could have become a DJ after finishing the DJ training sequence facilitated by the KUGS Program Director. She continued by explaining that KUGS was regularly broadcasting fifteen hours of news per week, and also broadcasted AS governmental coverage. Hoover and Van Hoozer presented a SoundCloud audio file to the committee that consisted of KUGS DJs answering the question "Why do you volunteer for KUGS?" Rosenberg entered at 5:41pm. Brock inquired when the audio file was created. Van Hoozer stated that it had been made two days prior for the presentation. Brock stated it could have been a useful promotional tool. Van Hoozer went on to show the committee the KUGS webpage. Hoover noted that the station's SoundCloud profile was embedded in the homepage of www.KUGS.org. She explained what some of the station's specialty shows were about, noting that "Pandemonium" had been a collaboration with the AS Social Issues Resource Center. The program was the recording of a spoken work event that the AS Social Issues

Resource Center had hosted. Opsal inquired if the committee could tour the KUGS office. Hoover and Van Hoozer agreed, and the members took a quick tour of the office. Hoover noted that the Board of Trustees held the license for the station, and that all forms needed were signed by the University President. She mentioned it was because the Federal Communications Commission required permanent staff members to hold the license. Opsal noted that ensuring that KUGS was in line with the Federal Communications Commission was an element of intricacy that was not seen in other departments of the AS. Van Hoozer and Hoover exited at 6:11pm.

b. AS Club Activities Office Presentation

Hayden read aloud the mission statement of the AS Club Activities Office, and stated the office had no desire to change the mission statement because it still encompassed what the office was doing. He noted that in the first document presented, there were two columns for expected outcomes; one for students who used the office's resources, and one for the student staff of the office. He mentioned that it was the office's first time going through the assessment process. Opsal noted that the office did not submit the second document of the assessment process because it was not applicable, due to the fact that the office had not previously been assessed. Brock inquired how long the Club Activities Office, "Club Hub", had been open. Hayden stated that the Activity Center preceded the Club Hub, and was an open space for clubs to use, but had no dedicated staff. He noted that the Club Hub had been operated primarily by permanent staff. Rosenberg noted that the AS VP for Activities previously had a more active role in the office until additional student staff were hired. Hayden noted that student staff positions in the Club Activities Office had been added in response to the AS Board of Directors shifting to a more representative structure. He mentioned that the physical space of the office had been renovated two years prior to adapt to the needs of the office. He stated that the programs facilitated by the Club Hub varied each year, though the Club Kickoff was a yearly event mandatory for all club leaders to provide training for budget coordinators and club presidents. Brock noted that three hundred attendees for that year was a great turnout. Hayden noted that in response to feedback given by returning club leaders, the office had considered adding a breakout session for returning club leaders so they did not receive the same information multiple times. He noted that the Club Cup was a new competitive program that year. Brock inquired who developed the program. Hayden stated it was a collective effort of the Club Activities Office. Brock inquired how points were awarded, and who awarded them. Hayden stated that there was a form via OrgSync that clubs submitted in order to vie for points. He noted that the requirements for the competition as well as a leaderboard were on the office's website. Brock inquired how the competition had been advertised and promoted. Hayden stated it had been promoted at the Club Kickoff, as well as through social media the Club Cup Opening Ceremony event. Brock asked what the prize was for the winning club. Hayden stated that the winning club each year would have their club name added to a plaque on the Club Cup Trophy. He stated he was excited because a previous OrgSync event had been incorporated into the Club Cup. He stated he appreciated that the prize for winning the competition was not monetary. He also noted that the Leadership Development Series was a new program, and that the Club Showcase had been moved from the Viking Union Multipurpose Room to the Red Square in order to raise attendance. Brock stated she had seen the Club Showcase be more successful after the move. Hayden stated the

Boost even was new the previous year and served as a small club development conference. He noted the Club Renew event at the end of the academic year served as a transition event to facilitate the transfer of club leadership, and that nominations and awards at the Club Renew event would grant clubs additional points in the Club Cup. He stated that the addition of the AS Club Business Director position had been very helpful and made the Club Activities Office a “one stop shop” for clubs. He then presented information from a survey conducted in the spring of 2014. The survey asked club members questions about how their experience being in a club had affected their experience at the university, and how it had affected them personally. Hayden noted that the responses had been positive. Brock asked if departmental clubs used the resources of the Club Hub. Hayden stated there were many clubs that operated self-sufficiently and did not use the Club Hub as a resource. He noted that the clubs that were more financially active were the ones that came to the office more often. Opsal inquired how the values of clubs that were small chapters of a national organizations and the values of the AS were balanced. Hayden asked for clarification on what Opsal meant. Opsal speculated that AS values may not have been high priorities for clubs that were involved with national organizations. Hayden stated that it had not been much of an issue, but that clubs were held to the standards of the AS in order to be acknowledged by the university. Ganbat stated that the AS Activities Council inquired how clubs worked with the rules of their affiliated national organizations when proposals and requests were made, noting that some national organizations had specific requirements in order for students to receive scholarships or awards. Hayden stated there were zero clubs that limited membership on campus at the time. Hayden exited at 6:51pm.

III. Debrief

Schultz suggested that KUGS create a program to include written transcripts of interviews and recorded dialogues to make the program more accessible to individuals with hearing impairments. Ganbat noted that clubs were required to complete an application in order to be officially recognized by the AS. Brock asked how long the application was. Ganbat stated it was three pages long, and was not hard to complete but was important to keeping records. Opsal stated that filing the application also solidified clubs’ influence on campus. Brock inquired if clubs were still granted \$50 of basic funding when they began. Ganbat stated that the basic funding had been removed and clubs were then required to apply for funding through Activities Council. Brock stated that was a better process. Opsal stated that she had heard of clubs having issues with using non-inclusive language and excluding individuals, and stated she felt that trainings on diversity and inclusive language were needed for clubs. Brock stated she agreed, stated that clubs needed to be held more accountable. Opsal asked how clubs could have been held accountable. Ganbat suggested establishing penalties for clubs that violated policies or exhibited inappropriate conduct. Brock stated that policies needed to be in place in the event that something problematic happened. Rosenberg agreed that clubs needed consequences if they behaved in a problematic way.

IV. Adjourn

Opsal adjourned the Meeting at 7:00pm.