

*Student Government of Loyola Chicago*



11/13/2019, 8:00 PM

SGLC Office (Damen 210), Lake Shore Campus

Executive Minutes

- I. Roll Call
  - A. Call to Order at 8:05 PM
  - B. All Present
    1. Not Present: Speaker Drescher, AG Barbiere, CJ Lanham, CFO Noriega, CSO DeBold, CoS Carfagno, Arrupe College Liaison Villazana
- II. Check Ins
- III. Questions on Reports/In General
  - A. President Meis asked what is happening for the decoration for the wall. It has been taking some time.
    1. CCO Martinez stated that he has already contacted the people, he needs to send them a measurement still.
    2. President Meis stated that she challenges him to delegate it to CoS Carfagno and/or ACO Stefanic.
    3. CCO Martinez stated that he will get it done and will talk to CoS Carfagno and ACO Stefanic.
    4. President Meis stated she was just wondering about that and if it can be delegated, she would recommend that to stick to end of semester deadlines.
  - B. President Meis asked if it may be helpful to do a workshop/email/form that people can take to tabling. Things to talk about at tabling, reminders of things to plug.
    1. CCO Martinez stated they can do a flyer with important facts and dates.
    2. ACO Nelson that they can do an info sheet.
    3. President Meis asked how they have felt tabling has gone so far.
    4. Secretary Prag stated that one or two committees have tabled so far.
    5. ACO Stefanic stated that he can do some research and get back to everyone next week.
    6. President Meis stated that if it does not happen this semester, it can also happen next semester.
    7. ACO Stefanic stated it probably will happen next semester with only a few weeks left with this semester.
    8. VP Guerrero stated that they can also do an elevator pitch on what student government is, plugging in future elections, social media, and possibly LIT.
    9. ACO Stefanic stated that he will let them know next week.
- IV. End of Semester Reports
  - A. President Meis stated that she is thinking that everybody's last written report would be the end of semester report.
  - B. CCO Martinez asked what day that would be.
  - C. President Meis stated that the report would be due on December 1<sup>st</sup> with the last Senate meeting on December 3<sup>rd</sup>.
  - D. CCO Martinez stated that it would be a good idea.
  - E. President Meis stated that there should be a structure for it. What should be included.
  - F. CCO Martinez stated that there can give people of what to include in the report like goals, biggest project, what comes next.
  - G. Secretary Prag stated they can write a brief overview of this past semester.
  - H. VP Guerrero stated that he would like to incorporate a reflection piece on it as well. What have you done well, what would you like to improve for the next semester, how have you interpreted your role.
  - I. President Meis stated they will let you know more about that. She asked if Secretary Prag could help with making up a format for that.
  - J. Secretary Prag stated that she can help.
  - K. CCO Martinez asked if they wanted it to be put together like a booklet or pamphlet.
  - L. President Meis stated yes. We can talk about it more to figure out how long it needs to be, and what we are going to use internally vs. what to put out externally.
  - M. VP Guerrero stated to not wait till December 1<sup>st</sup> to start working on this, after we figure out format, start working on it so it can be useful.
- V. University Senate Student Development Committee: Undergraduate and Graduate Student Mentorship Program
  - A. VP Guerrero stated that in his committee for University Senate, where the Graduate Student proposed a mentorship program to connect graduate students to undergraduate students. He was wondering if you would benefit being connected with a graduate student at Loyola to learn and network.

- B. CCO Martinez stated that it would be more of an interest for those going to graduate school.
- C. Secretary Prag stated that for American Medical Student Association, they have medical students come talk to undergraduate students to talk about MCAT, research, and applying to medical school.
- D. CCO Martinez stated it is very specific to that audience and they would be interested. The general student body may not be as interested.
- E. VP Guerrero stated they asked if student government would be interested in hosting something like this. He stated that it would not be the best use of their resources and we do not have the capacity to do something like that either.

#### VI. Announcements

##### A. Next Semester's Meetings

- 1. President Meis stated to complete the doodle by Friday by noon. She only put evening times because she thought those would work better for people. Splitting up did not work well this semester and it affected the synergy of the group. Please schedule this before you schedule other things.

##### B. Bylaws

- 1. President Meis stated to please sign the bylaws if you have not done so.

##### C. Steering

- 1. President Meis stated Steering is this Sunday. Please let her know if you are not going to be there. It will be at her house because the End of Semester Potluck will be afterwards.

##### D. Transition Documents

- 1. VP Guerrero stated that in student government in the past has not started transition documents until later in the Spring. There is a lot that happens in the from now till that time that gets missed on the transition documents. This can be something that we can start now so it can be a helpful document for next semester and for next term.
- 2. President Meis stated that we will work with AG Barbieri because she will be handling all of that stuff. We can send that stuff out before break so you can start working on them.

##### E. Reports and Attendance

- 1. President Meis stated that she is disappointed about a couple of things. Things are not being read thoroughly when she sends something out or when Secretary Prag sends something out. She asked that Bylaws to be signed by the end of Senate and there were still missing signatures. This sets us back and puts more work on herself. Not a lot of people have filled out the doodle for next semester's meetings, which granted is not due yet. She has had to send a couple of reminders out for other doodles this past semester or extend things for a while. It takes a lot longer and gets frustrating because it is unprofessional. They have had Committee Chairs work on their reports and spend a lot of time on them and they are phenomenal. They have details and they have minutes for their meetings. She wants to extend that to everyone and make sure that you are not doing it at 3:30 PM on Sunday. Make sure that they are being intentional still. If your report is not reflecting your work, it is not reflecting who you are and what you are doing and that is how others are perceiving you. Also, reports are due at 4:00 PM on Sunday. It is not fair to Secretary Prag who sends out reminders, which she does not have to do, and she will accept them late when you communicate to her but sometimes people don't. AG Barbieri, Secretary Prag and herself talked and there is going to be a hard deadline at 4:30 PM and she will PDF it at 4:30 PM. If it is not in, she will communicate that to AG Barbieri, and she will file. They have been reasonable all semester. President Meis stated that with attendance, she never knows who will come to meetings or when. Things happen, people run late, but it is not a good habit to get into. She asks of everyone to put in a little more. We do get scholarships from student tuition and we should not take advantage of that. We should be fulfilling our jobs to the best of our abilities and to the Articles of Governance. With reports and attendance, she will be emailing a couple of people she wants to talk some more to. Even though we do not have bylaws yet, she hopes we still abide by them.
- 2. Secretary Prag stated that the report for the next week is up on the Google Drive.
- 3. President Meis stated that she is here to talk about anything if you would like.

#### VII. Arrupe College

- A. President Meis stated that they met with Valeria and Angelo about the ongoing relationship with Arrupe. They have been talking about doing a co-sponsored event with SGAC and SGLC where they will invite the Dean of Arrupe College to come into Senate and structuring it so it is at the end of Senate and inviting students to come and ask questions, and then transition into a reception.
- B. CCO Martinez stated that it would be a good idea because many students do not know what Arrupe is.
- C. VP Guerrero stated that this is an idea that Arrupe College Liaison Villazana will be taking on. They proposed for it being more of an involved idea. There will be two points of contact each with SGLC and SGAC. That will be a learning opportunity for them as well. If you have an interest, please let us know.
- D. President Meis stated that they invited us to an SGAC meeting. They are Wednesdays from 10:00 AM – 11:15 PM. She was planning on going next Wednesday. If anyone is available and wants to come, let us know.
- E. CCO Martinez stated that he can come for a little until he has to go to class.
- F. President Meis stated to let her know and then we can go together.

#### VIII. Professional Development

- A. ACO Stefanic stated that he wanted to talk about team motivation since this is a common issue a lot of organizations have.
- B. Why motivating team important
  - 1. A good motivated team is more productive, people are less stressed, higher retention rates, more professional, achieve goals faster and more efficiently, higher moral, better quality of work, people trust each other, and less absences.
- C. 30% of executives say that motivating their team is their toughest job
  - 1. CCO Martinez stated that in his management class they have talked about this, so he agrees with this. Even his professor has expressed that this is a difficult things to do.
  - 2. ACO Nelson stated she has witnessed this firsthand with her roommate as well.
- D. What is destructive motivation
  - 1. Inappropriate behaviors by Senior managers/executives, micromanagement, poor management, insubordination, punishing failure, letting your people get bored, and useless meetings.
- E. What is constructive motivation
  - 1. Organizational success, healthy competition (awards), coaching
  - 2. CCO Martinez stated that announcing successes more often and accountability.
  - 3. ACO Nelson stated clear expectations.
  - 4. President Meis stated building relationships.
  - 5. CEDIO Thomas stated open communication.
  - 6. VP Guerrero stated to allow environments to de-stress.
- F. ACO Stefanic stated that workers/team members say the following are effective: praise form higher-ups, attention from leaders, more responsibility.
- G. ACO Stefanic then talked about the Theory of Thirds which is by TJ Sullivan who wrote a book called *Motivating the Middle*. The top third person is the bread-winner of the organization. This is a person who is dedicated to the organization and they do a lot of work. During meetings, they always have a comment. When they leave the organization, they want to be remembered. They are busy leaders. The bottom third person is unmotivated, unreliable, still considered part of the organization, only come for “fun” events, and do not seem to care a lot about the organization. The middle third is where a lot of people fall under. They are contempt. They like being part of the organization but they are not the MVP, they do not like drama, they like to build relationships, they hold the organization as their priority but not their top priority.
- H. ACO Stefanic stated that the top third is automatically self-motivated but you can give them awards or recognition. The bottom third is hard to motivate but they are motivated by what is fun, but do not want to do too much work. The middle third like the sense of belonging, they like positive/fun/meaningful experiences, they attend events and meetings with purpose, careful with their time, being part of the team in general is enough to motivate them. Some good motivators are asking for their opinion but not asking about anything else, what can we do to make this organization better. Middle third people hate mandatory events, but they come so a lot of flexibility. No conflict because that will push middle third to the bottom third. Let them lead a task they have an interest in. Have some personal time with them and slow down their decisions. This is important because members define an organization. This is good for top leaders to assess where their members fall in so they can figure out how to support them. Also, influence those who influence others.
- I. ACO Nelson stated that it is how we have access to administrators that influence other’s lives on campus.
- J. ACO Stefanic stated that the previous Dean of Arrupe told him this. A good way to look at it is to influence a top third person to influence a middle or bottom third person. So, you will not be the only one motivating the team.
- K. President Meis stated that we talked about positive ways to motivate people and other things we can do in SGLC.
- L. VP Guerrero stated that they tried to celebrate some success. Do you think that will be effective.
- M. ACO Stefanic stated that periodic awards are really good. Like Senator of the Month or a certificate. It will be a huge motivator for the entire team.
- N. CCO Martinez stated that they are also doing a Member Spotlight which is a way to get people excited about what they are doing. He feels that there is a lot of value with affirmations or recognition individually.
- IX. Anything for the good of cause?
  - A. President Meis stated she does not want these meetings to be announcements that they are going to send in an email. Please contribute to the agenda and come prepared with questions after reading people’s reports. Be prepared to answer feedback with what you are working on
  - B. CCO Martinez stated that the organizational goals are on the website.
    - 1. ACO Nelson stated that they will promote it on social media as well.
  - C. President Meis asked if we can have a social media report at the next Executive Branch Meeting or even at Senate.
    - 1. ACO Nelson stated that she can do that to wrap up the semester.
  - D. CEDIO Thomas reminded everyone about the Trans Ally Ship training.
  - E. President Meis reminded everyone that there is also Rambler Safety 101.
- X. Adjourn
  - A. Meeting adjourned at 8:54 PM