

Notre Dame Executive Cabinet

Executive Summary

April 3, 2003

Foster Room, LaFortune

I. Opening Business

- a. The meeting was called to order at 6:08 p.m.
- b. Kathryn Barrett led the invocation.
- c. Pat Hallahan introduced Tiara Nelson as the new Student Union Secretary.
- d. Jacqueline Ballotta, Meghan Barloco, Denise Delarosa, Lindsay Evans, Tim Lavelle, Patrick Longenbaker, Don Norton, and Matt Smith were absent.

II. Budget Discussion

- a. Copies of 2003-2004 Student Union Budget
 - i. Pat Hallahan, Student Body President, introduced the Student Union Budget for next school year. The financial plan will be presented to Senate next week for approval. Most clubs received an increase in funds due to student fee increase; however, OOP took a small hit. Please feel free to voice any concerns. Charlie Ebersol, SUB Board Manager, stated SUB will be happy to accept any monetary donations.

III. Executive Cabinet Calendar

- a. Floats among the groups, i.e. CCC, SUB, Class Councils
 - i. Patrick Longenbaker, Calendar Coordinator, was not present; so Pat Hallahan introduced the Calendar Under the Dome. So far he thinks it is good, but it could possibly use a few improvements. Registrar Office added a link with academic deadlines, including darting and registration. If there are any problems with posting let him know.
 - ii. Charlie Ebersol suggested placing a hard copy of the calendar in LaFortune. Pat Hallahan said it might be possible to place it by the booths in the basement or there is a case by the huddle we bought for \$500. James Leito suggested placing the calendar in the dining halls. Charlie suggested deferring costs with the other clubs. Kathryn Barrett suggested using the board in DeBartolo. Seth O'Donnell suggested having the calendar as the home page for the computer clusters. Sarah Keefer agreed this was a good idea and that the calendar could possibly be a backdrop or wallpaper. Pat Hallahan agreed that all three were good ideas and he will look into them all.
 - iii. Pat Hallahan also brought forth the idea of putting together a calendar for Executive Cabinet members containing events of all the groups represented in Executive Cabinet. Charlie Ebersol mentioned that SUB will be having 2 calendars next year, one on the web for all students and one for Executive Cabinet members. Tentative events will be in light colors and final events (such as Lewis Crush and Dillon Pep Rally) in dark colors. He hopes this will help resolve some conflicts with planning

events on the same day and time. Sarah Keefer agreed the calendar is a good idea because when class councils and SUB plan events on the same day there are fewer students at each. Peggy Hnatusko commented that it is probable to have 2 or more events occurring on the same night to accommodate all the students and their interests. She recommended trying not to have similar events. Pat Hallahan suggested that each group have a tentative schedule for August and September of 2003 by Monday, April 28-the last Executive Cabinet meeting-to help in planning events for incoming freshman. At the beginning of the 2003-2004 school year, Executive Cabinet will work on the rest of the calendar or as events are planned.

IV. Upcoming Plans for the groups

a. Office of the President

- i. Emily Chin, Chief of Staff, revealed a few of the larger events the OOP is planning. The Irish Inquisition will put a professor in the hot seat and faculty and students will ask him/her questions on many different topics. Celebrity Alumni will also be in running this fall. It will consist of flying famous alumni in the day before a football game to give a lecture or a workshop in different areas including business, political, performing arts, etc.
- ii. Pat Hallahan added that he and Jeremy Lao met with John Cavadini, Chair and Associate Professor of the Theology Department. They spoke of an event taking place on campus in September in which President Bush has been invited and the President of Nigeria is coming. Currently no students are involved or invited. They are working on changing this. Professor Cavadini seems open to including students. Pat will meet with him again this semester or over the summer.
- iii. Charlie Ebersol voiced the concern that it is the responsibility of SUB to bring in speakers. This presents a problem because a large amount out of money is taken from their funds, for example Janet Reno costs \$25,000. The second largest donation was \$1,000. This price information does NOT leave the room, stated Peggy Hnatusko. Charlie would like to see an endowment for the speakers to help defer costs. He spoke with Lou Nanni, V.P. for Notre Dame Public Affairs and Communication, who said a petition is needed including everyone, not just SUB. Pat Hallahan added that it might help to have Senate's vote and support on an endowment. Sarah Keefer suggested talking with dorms; they might be interested in co-sponsoring events.

b. Senate

- i. Jeremy Lao, Student Body Vice President, reported for the Senate. The first meeting was this past Wednesday. Senate members signed up on committees. They also decided that there will be senate liaisons from last year assisting new committee members. Also, if there are any issues concerning items such as campus life, student life, or the Provost and it is passed, a letter from the Senate will be forwarded to that specific office.

Pat Hallahan invited anyone to speak at the Senate meetings. It is a good way to get an issue publicized in the Observer. See him or Jeremy if interested in speaking on a topic during a Senate meeting.

- ii. James asked if Executive Cabinet has any Observer attention because students complain they do not know what is going on. Pat answered that the “real” Executive Cabinet meeting is on Monday and that it is possible to give the Observer a copy of the minutes. Charlie suggested publishing a one page controlled press release. Seth added that since the problem is communication between the students and student government, maybe good and bad information should be published. Charlie suggested posting information on the web to eliminate having a middle man. Sarah emphasized the concern that many people do not visit the web page so would not be effective. Charlie then suggested having an easy address such as student.nd.edu or gov.nd.edu. Pat Hallahan highlighted the importance communication between HPC and Senators with students in their dorms. Sarah also suggested putting information on the back of the HPC agenda that they want discussed in dorms.
- c. Hall President’s Council
 - i. Sarah Keefer, HPC Co-Chair, announced that the goal of HPC is to facilitate student planning through the Hall. They are also responsible for planning twenty-two minutes of the Pep Rallies. During the Pep Rally, the Athletic Commissioners want to host funny, but G-rated skits. They also want to include more music and energy. The Athletic Commissioners also want to have different dorms sponsor one of the twenty-six different sports to increase attendance. The HPC is also working to improve brother-sister dorm relations and on bringing in a service component to the dorms. They would also like to do dorm mentoring where each person in HPC meets with two or three dorm presidents to see how things are going. They received an increase in budget so they can plan bigger events this year. Any questions or suggestions please contact her.
 - ii. Sarah also commented that at least one dorm president must be there from Aug to May. Charlie suggested that it should be mandated that HPC and Senator members be here all year long; if they chose to go abroad they should not become an elected official for that year because they could go abroad sophomore year or in the summer. Kathryn Barrett seconded this idea because retraining officials between semesters is a hassle and takes time. Jeremy added, however, that people in Senate are getting younger because juniors do not run because they think it is mandated to stay all year; and many of these people should be on Senate. Charlie also suggested enforcing rules such as only having one-to-three presidents, and not allowing 7.
 - iii. The turnover date for new HPC members is at the end of the school year to have weeks in April and May to train. This is essential for the planning of fall events. Jeremy suggested having turnover between semesters. Seth expanded this idea suggesting that turnover be after Christmas Break. That way new officers would have time to plan fall events and old officers

would be there to advise. Pat stated that anything is possible and if we want to do it, let's make things happen.

Inverted schedule

d. CCC-

i. Seth O'Donnell, CCC President, stated that the Club Coordination Council is concentrated on getting funds for groups and clubs. Currently Clubs & Organizations are guaranteed 37.75% of the available funds. Within the CCC they have added a division to the performing arts aspect and added a Vice President to act as a secretary and to organize the club banquet. They also added a controller to deal with money, accounts, and to observe how clubs spend their money to decide if it needs to be redistributed.

e. Class Councils-

i. Jasmine Garcia, Class of 04 President, stated that they requested \$15,843 and received \$8,000. This is the least of all three classes. They are a bit disappointed because they feel the events for their class are more expensive because most seniors are here and not abroad like for the junior class. Also, since most seniors are off campus they wanted to plan off campus events for them. On a positive note, they did receive a \$500 increase for Senior Week. Their main events are social related including class dinners and using Legends. They also are planning a senior prom at a senior citizens home

ii. Kathryn Barrett, Class of 05 President, stated that they requested \$12,642 and received \$8,400. This is more than last year. They are planning numerous social events to welcome those returning and bid farewell to those going abroad. They are also planning dinners and want to put on a concert at Legends. They would like to co-sponsor this event. They are budgeting \$2,000; however, they are looking at a band closer to \$10,000. Ticket sells should help with costs.

ii. James Leito, Class of 06 President, stated that they requested \$14,923 and received \$8,800. This is a significant increase from last year's \$2,500. Social events planned are Casino Night during Junior Parents Weekend because twice as many people showed this year than expected. They also plan on continuing volunteering at University Park Village, doing a Thanksgiving service project, having class masses, and a class retreat. They are also going to check into having non-alcoholic tailgating and movie nights-which could possibly be co-sponsored with SUB. They also want to have a dorm rival contest containing athletic, artistic, and other events. They might work with HPC on this event. Kathryn Barrett asked to be informed when James finds out if they can have the non-alcoholic tailgating.

f. SUB

i. *Concerts:* Charlie Ebersol, SUB Board Manager, stated that SUB requested \$356,619 and received \$212,000. The bulk of this money will be spent on concerts; the biggest concert being "Sinner and Saints". If this concert takes place under the Dome, it will be the largest non-profit event ever put on by the University. They plan on having another concert

sometime between January and March as well. They also hope to co-sponsor concerts with each of the classes. SUB will provide \$5,000 to each class. They also plan to change Campus Entertainment by revamping acoustic café and have a permanent host.

- ii. *Movies/Speakers*: SUB received \$2,000 for movies. Last year they lost money on the movies, so they will also be reconstructing this facet. They hope to have dorms in the separate quads sponsor the movies, this will help increase attendance. Also, there will be online voting to choose from 4-5 different movie picks. The dorms on the quad hosting the movie will vote. The movies will still be shown in DeBartolo. They also are expecting to bring to campus many distinguished speakers and WSNBC. WSNBC will produce a zero cost to the University but will allow Notre Dame to become even more recognized.
- iii. *Marketing/Others*: Currently SUB spends close to \$12,000 on observer ads. To save money SUB will produce a monthly news letter which will be distributed to the dorms. They will also be making this year's annual Tostal even bigger than the previous years. SUB also wants to begin each semester with Notre Dame students meeting with the NDSP and gate keepers. Hopefully this will quell some of the animosity.

g. Financial Management Board

- i. *Shirt*: Peggy Hnatusko the sources for the 2003-2004 allocation funds. Two sources are the Shirt and the student activities fee. Executive Cabinet is responsible for selling 40,000 shirts. This raises approximately \$200,000, of which \$100,000 goes to Student Activities funds. This year about 110,000 Shirts were sold. FMB got the extra money. The Shirt also helps the Rector fund, which can receive up to 35% of \$100,000. This fund helps students meet the quality of life by allowing students who do not have the funds to participate in events such as bus trips. The Shirt also helps the Medical Expense Fund, which helps students meet the need for health assistance; for example purchasing crutches to assist payment for a surgery. There is approximately \$450,000 in the Medical Expense fund. Unsure about the Rector Fund, Fr. Poorman has that information. Jasmine inquired if the Rector funds were used, because some students may feel uncomfortable going to their rectors for financial assistance. Peggy answered if Executive Cabinet would like to change this aspect, they can look into it; however, a student can talk to *any R.A.* Everyone received a packet of information containing all the requests and allocations of each group.

V. Student Union Priorities

- i. Pat Hallahan introduced the goals and priorities of the OOP. A packet containing the five goals the Student Union will focus on to improve life at Notre Dame was given to everyone. These goals include: 1. Improving opportunities for student in the classroom through public publishing of TCE's, offering more one-credit courses in the liberal arts, and bring well-known speakers to campus. 2. Recognizing and Celebrating Diversity

through coffeehouses, classes, and diversity programming. 3. Improving residential life and providing safe and alternative off campus experiences through events such as bus trips to Chicago. 4. Continuing commitment to service and society. 5. Ensuring students have the greatest opportunity to succeed in postgraduate life by providing alumni mentors for the senior class in January and a Life Skills workshop. This packet was given to Fr. Poorman, however, please share any input over these goals or anything else that should be included so he can present it in his State of the Union address. Pat emphasized that OOP will be focusing a lot on academic aspects and policy. He also hopes to include 10-25 minute speakers at each meeting such as from Legends, the shirt coordinator, Lou Nanni, etc.

VI. Announcements

- a. Charlie Ebersol announced that this Saturday from 10:30-12:30 at the North gate of the Stadium, EASports will be filming fans cheering. Interested in being a fan, winning \$100, or having your face in a video game? If yes, then go.
- b. Pat Hallahan announced that if you have a specific topic for the agenda email him, Jeremy Lao, or Emily Chin.
- c. Pat Hallahan asked if all the new officers/head of organization received the invitation for the meeting with administration next Thursday. Dress nice. There will be women there. Next week he will bring a list of the people attending. 12 students and 20 officers invited. If you are interested in bringing another person, see Pat.
- d. Charlie Ebersol also mentioned that if a web-page needs to be made see him, not OIT.

VII. Adjournment

- a. Meeting was adjourned at 7:30 p.m. by Pat Hallahan. The next Executive Cabinet Meeting will take place Monday, April 7, 2003 at 6:00 p.m. in the Foster Room, LaFortune.

Respectfully submitted,

Tiara Nelson
Student Union Secretary