

UA Exec Meeting
October 31, 2012

Updates and Administrivia

- Last day of Q1 performance period
 - Beginning tomorrow – performance check ins begin
 - Evaluated on value creator, people developer, relationship initiator; participation and attendance
 - Think about ahead of time – size of your committee, the people you have been meeting with outside of the UA
 - What is your capstone achievement for this performance period?
 - Michael and Jonté will each give you a score
 - Exceeds expectations, meets expectations, needs improvement are the options
 - Between the 7th and the 13th, you can review your scores with Jonté and Michael before it is presented to Council on the 13th
- Advertising options
 - You can e-mail undergrads
 - We'll send it through Hal
 - Slides for the Infinite
 - Postering
- Event planning and space reservations
 - When you want to reserve a space on campus, there are two processes
 - CAC space (in student center, stata, W11, kresge, etc.)
 - Send e-mail to ua-admin@mit.edu
 - We will book it for you
 - Schedules office - classrooms on campus
 - UAP/VP need names on the reservation
 - Need to fill out a form
- Finances
 - We are running all of our finances out of one account
 - Only one number when submitting an RFP
 - Get in touch with George if you have questions on how to do this

Committee Updates

- Alumni Relations and Public Service
 - Spoke with Katie Maloney (Alumni Association) – in process of restricting entire Infinite Connections portal
 - Will be changed at the end of the semester
 - Efforts to publicize the change are in the works for next semester
- Education
 - Student-Faculty Dinners back up – tell your friends this is going on

- Issues being considered as a committee – truth in advertising with units (in theory, classes should have the number of units that match up with the number of hours spent on the work every week); subject evaluations – what information is most helpful
 - Looking to discuss these issues with members of exec as a starting point
- Engagement and Member Development
 - Finished attempts to recruit people for CPL
 - CPL orientation is tomorrow in the senate chambers at 7:30
 - If you want to attend, please e-mail Sheila and Alec
- Finance Board
 - Training this weekend to get the groups to better understand the processes
 - Looking for other ways to present the application to make it more intuitive
 - Deadline is November 7th – want to have it done by December
- Institute Events
 - Planning for Spring Weekend
 - Sent out surveys
 - After the results come out, we will chose who the top artists are
 - Considering breaking it down into two concerts (Friday/Saturday) for the different interested genres
 - Branding Spring Weekend
 - Looking at how other schools are successful with their Spring Weekends
- MITx
 - Focus groups of ~20 undergrads to learn what students want out of MITx
 - Getting the names from institutional research
 - Holding the focus groups the week of November 16th
 - Will write report after feedback is collected
 - The leader of online learning will be announced very soon
 - Looking at the different types of classes offered in the spring
- Orientation
 - Had a meeting with Julie Norman to go over the needs for Orientation
 - Form for feedback on the new UA website
 - Three upcoming meetings in dorms about orientation
- Student Support and Mental Health
 - 8 diverse members on the committee now
 - Very broad interests in regards to student support
 - Determining the interests and projects to tackle
 - Quality of Life Committee nominees sent in!
- Class Councils
 - Senior class had Boos cruise; renegotiating contract for the Career Fair
 - Juniors have a Celebrate event on Friday; this semester track jackets will be distributed
 - Freshmen just had UGC event partnering with the other class councils; reached the pledge amount; hoodie designs voting will happen this week

- Secretary
 - Send in articles for the UA Newsletter to ua-secretary@mit.edu by *this Friday*
 - Voting to approve putting the Exec minutes online – motion approved!

Council Engagement

- New Council starting next semester
- We are looking to have an increase in engagement with Council
- Idea – visiting pairs
 - Two council members each come twice a semester to visit your committee
 - View them as partners when you need to present your work to Council