



Whereas, currently there is an imbalance of responsibilities between the Coordinating Officer (CO) Positions; and,

Whereas, with the addition of the NACURH Corporate Offices being in charge of affiliation and helping member schools with this process, the CO for Membership and Recruitment is no longer needed to heavily assist in affiliation; and,

Whereas, there is no attention towards Alumni relations and potential conference host sites; and,

Whereas, the positional duties for the CO for Development Education and the CO for Marketing and the CO for Recognition and Service are all ambiguous and unevenly distributed with their respective duties ; and,

Whereas, the need for restructuring of all CO positions is to ensure equal distribution and clarification among the Regional Board of Directors; and,

Whereas, the assessment surveys are an administrative tasks and should fall under the Associate Director for Administration and Finance positional duties;

Therefore let it be resolved, that the Coordinating Officer Positions shall be restructured in order to create a more effective and efficient Regional Board of Directors to support the Great Lakes Region....

Therefore let it further be resolved, that the governing documents in Title 4, Article XI, Section 7 should be changed as follows:

ARTICLE XI SECTION 7	REGIONAL BOARD OF DIRECTORS RESPONSIBILITIES CO Appointed/ Additional Positional Roles
Subsection 1	CO for Recognition and Service (CORS) A. Shall be a resource for all bids, awards, and legislation. B. Work with the CO for-Marketing to update the GLACURH website and online Archive. C. Will work with the AD-NRHH in regards to OTMs, OTM resources, and the OTM Committee. D. Assist with all GLACURH and NACURH bid submissions. Follow all NACURH Policy books, Constitutions, Bylaws, and governing documents. E. Shall work with the GLACURH Director and AD-NRHH to create and coordinate the regional bid timeline and guides. F. Create and/or distribute bid writing information and materials (electronic). G. Update and maintain the Bidding Guide and ensure that it is consistent with both the GLACURH and NACURH policy book and NRHH policy book. H. Act as a resource to CCs in the bid writing process. I. Will not chair award selection committees (conflicts due to the efforts to help with member schools who write bids). J. Shall have the responsibility to promote the submission of quality awards and positional bids. K. Shall coordinate with the regional award winners to create national award nominees. L. Shall coordinate the planning of CC & Advisor gifts M. Shall coordinate the planning of NACURH Spirit Packs.



	<p>N. Shall serve as direct assistance to the NRHH Boardroom at all regional conferences</p> <p>O. Shall be responsible for and coordinate all philanthropy efforts within the GLACURH region.</p> <ol style="list-style-type: none"> 1. Will work with the Philanthropy Committee to select a regional philanthropy every five years. <p>P. Shall serve as the regional liaison in collaborating with NACURH for the implementation of the Leadership Education & Development (LEAD) Program</p> <p>Q. Shall coordinate and educate the region on service opportunities. With the CODE</p> <p>R. <u>Shall present a GLACURH-U program (virtually, at RLC, RBC or the NACURH annual conference) about philanthropic topics.</u></p> <p>S. <u>Shall develop articles and support to the CO for Relations and Inclusion's development of the bi-annual regional newsletter in accordance with positional duties.</u></p>
<p>Subsection 2</p>	<p>CO for Membership and Recruitment (COMR)</p> <p>A. Shall coordinate all regional affiliation processes and provide assistance to institutions.</p> <p>B. Shall communicate with the NCO regarding affiliation statuses (RHA and NRHH)</p> <p>C. Shall host Regional Affiliation Chats in order to educate NCCs and NRHH-CCs on the NACURH affiliation process.</p> <p>D. Shall have the responsibility to actively recruit new member schools through resources such as newsletters, flyers, videos, and other forms of media. Will have the responsibility to work with all CCs to maintain current affiliation and good standing.</p> <p>E. Shall coordinate retention information between the GLACURH Director, UMR-ACUHO, GLACUHO, and OACUHO (professional conferences and housing professionals).</p> <p>F. Shall contact any school that was affiliated the year before but has not begun to re-affiliate 30 day prior to the fall regional leadership conference.</p> <ol style="list-style-type: none"> 1. If response is given a second attempt at contacting the school shall be made 30 days after the fall regional leadership conference. <p>G. Shall be responsible for creating and administering the Regional Assessment Survey on every odd numbered year</p> <ol style="list-style-type: none"> 2. Shall provide and present the Regional Assessment Report to the GLACURH Director before Semis and provide and present to CCs at the regional business conference. <p>H. Shall have the responsibility of utilizing resources to keep schools involved through the various forms of communication provided by GLACURH & NACURH.</p> <p>I. Shall work with CCs on the promotion and utilization of GLACURH/NACURH Resources; including, but not limited to, the NACURH Corporate Office, RFI, OTMs, and Annual Awards, as well as the use of the NACURH Corporate partner(s).</p> <p>J. Shall be in charge of the evaluation of suggestions to increase retention and involvement (i.e. the creation of resources, documents, or evaluations of the member schools in order to help with the needs of the region and member schools).</p> <p>K. Shall Conduct CC roundtables as needed via video conferencing or at conferences to educate CCs on the resources of GLACURH.</p>



	<p>L. Shall conduct individual assessments with each member institution to better determine what each institution needs to increase their value in GLACURH.</p>
<p>Subsection 2</p>	<p><u>CO for Relations and Inclusion</u></p> <ul style="list-style-type: none"> A. <u>Shall develop all inclusion efforts of the region to ensure the effective support of all members of the region.</u> B. <u>Shall oversee the production of the bi-annual Regional newsletter.</u> <ul style="list-style-type: none"> a. <u>Shall work with the CODE, CORS, and COM on different articles</u> b. <u>Shall work with other members of the region to develop diverse content. Included, but not limited to alumni, advisors, delegates, NCCs, and NRHH-CCs.</u> C. <u>Shall be a resource for NCCs and NRHH-CCs, such as providing the opportunity for CC Round tables</u> D. <u>Shall act as a liaison between potential conference host sites and the RBD. This means that the CO for Relations and Inclusion will be in charge of promoting Conference sites within the region and promoting conference bids in tandem with the CO for Recognition and Service.</u> E. <u>Shall be responsible for hosting a GLACURH-U session to help train NCC-ITs and NRHH CC-IT at RBC.</u> F. <u>Will assist in affiliation outreach with the NCO.</u> <ul style="list-style-type: none"> a. <u>This includes, but not limited to, recruit new schools, schools that have not affiliated in at least a year, and schools who have not re-affiliated.</u> b. <u>Will help the NCO with follow up on schools who have not finished the affiliation process.</u> G. <u>Shall maintain relationships with different professional organizations with the help of the Regional Director.</u> <ul style="list-style-type: none"> a. <u>This includes, but not limited to, GLACUHO, OACUHO and UMR-ACUHO.</u> H. <u>Shall be responsible for maintaining intentional relationships with past alumni through the newsletters, webinars, and other avenues of contact.</u> I. <u>Develop the relations between the Advancement Society and incorporating these members into the region.</u>
<p>Subsection 3</p>	<p>CO for Marketing (COM)</p> <ul style="list-style-type: none"> A. Shall maintain regional website. <ul style="list-style-type: none"> 1. Communicate with the NACURH Corporate Office to aid in maintaining regional website. B. Shall work with CO for Recognition & Service and Director to update all bids and awards prior to a conference and archive bids following the conference. C. Shall work with the RBD to maintain updated resources on the regional website and archive bids, legislation and minutes following the conference. D. Shall oversee regional social media outlets <ul style="list-style-type: none"> 1. In conjunction with the Directorship oversee the operation of GLACURH's Facebook page(s), Twitter account, Instagram account, and YouTube station. 2. Shall research new forms of social media and the benefits the region will receive. E. Shall maintain and update all information for conference websites, unless the host institution has opted out of regional involvement.



	<ul style="list-style-type: none"> 1. Aid the conference staff in all regional technology concerns F. Shall assist all technical resources of all members of the RBD (Bidding, publications, etc.) G. Shall act as the regional historian by taking and archiving photos during their term. H. H. Shall maintain, update and distribute guides to the region. I. Shall work with the CO for Development & Education to maintain the parliamentary procedure website. J. Shall ensure that all GLACURH publications (website, guides, social media, etc.) follow the GLACURH and NACURH Brand. K. <u>Shall oversee and maintain the Polar Points Guide on the GLACURH website</u> L. <u>Shall have the ability to leave boardroom to interact with the region for public relation purposes; including, but not limited to: taking pictures of different programming sessions, open-boardroom, split-boardroom, and social events.</u> M. <u>Shall develop articles and support to the CO for Relations and Inclusion's development of the bi-annual regional newsletter in accordance with positional duties.</u>
<p>Subsection 4</p>	<p>Coordinating Officer for Development & Education (CODE)</p> <ul style="list-style-type: none"> A. Work with the Parliamentarian to create Parliamentary Procedure specific to GLACURH Practices. <ul style="list-style-type: none"> 1. Coordinate with Parliamentarian to present on how Parliamentary Procedure is used in boardroom. B. Shall maintain contact with RHA and NRHH Presidents and serve as a resource for all RHA and NRHH organizations in the region. <ul style="list-style-type: none"> 1. Create bi-monthly Newsletters to communicate with RHA and NRHH presidents. 2. Host bi-monthly (once every two months) president's round tables to communicate with RHA and NRHH presidents. C. Shall be a resource to help aid member schools on program development for conferences and on member school campuses. <ul style="list-style-type: none"> 1. Provide links and materials related to programming, which shall be distributed to the region via the GLACURH website. 2. Work with member schools on campus programming by helping schools navigate the RH <u>NACURH Connection</u> and OTM database for program ideas. 3. Provide guidance and resources to the program chair(s) for the regional leadership conference. D. Shall work with the directorship to select and provide GLACURH U programs for the region at both the regional leadership conference and regional business conference. E. Shall provide educational training sessions on the GLACURH Commitment to Diversity Statement and the NACURH Equity Statement, <u>parliamentary procedure, affiliation, philanthropy, and other sessions as deemed as needed by the current RBD.</u> F. <u>Shall present virtual GLACURH-U programs or other programs for the region</u> G. <u>Shall oversee task forces within the Region.</u>



	<p>H. <u>Shall help coordinate educational sessions with the Director and Advisor at the Fall, Winter, and Transition Retreat.</u></p> <p>I. <u>Shall develop articles and support to the CO for Relations and Inclusion's development of the bi-annual regional newsletter in accordance with positional duties.</u></p>
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Therefore let it further be resolved, that the CO for Membership and Recruitment is now changed to be the CO for Relations and Inclusion....

Therefore let it further be resolved, that the current CO positions will have more clarified duties reflected within the Governing Documents....

Therefore let it further be resolved, that the Assessments will now be developed by the Associate Director of Administration and Finance.

Respectfully Submitted,
Ashley Murdock, CO for Development and Education
Mac McCarthy, CO for Marketing
Mitchell Schaekel, CO for Recognition and Service