Charter introduced and voted upon by the Board on Tuesday, November 8th, 2022
11/8/22 Vote: 8-0- in favor

Student Government Board Task Force: Refreshing the sixth floor of the William Pitt Union

This Task Force shall go into effect upon approval by the Board as official business and shall expire once the objectives are completed and/or with the end term of office of the current Board Members.

Mission:
The mission of this Task Force is to ensure collaboration between the Division of Student Affairs and student organizations regarding the refreshing of the sixth floor of the William Pitt Union. This Task Force is crucial for guaranteeing that the Union, O'Hara Student Center, and other spaces are able to meet the personal, cultural, and academic needs of undergraduate students utilizing space within the building. By refreshing student spaces, we hope to foster a community where all identities feel welcomed, represented, and included.

Membership:
1. The Task Force shall be co-chaired by the Student Government Board Facilities, Technology, and Transportation Committee Chair and the Student Government Board President.
   a. The Facilities, Technology, and Transportation Committee Chair shall not vote unless there is a tie.
   b. Other members of the Student Government Board are allowed to join the task force meetings upon an invitation from either co-chair.
2. A voting member of the Task Force falls into one of the two following categories:
   a. A SORC-registered student organization that either has office space on the sixth floor of the William Pitt Union or spends time, as an organization, in that space.
   b. Any staff member who is appointed to serve on this Task Force by the Dean of Students.
3. A SORC-registered student organization meeting the requirements of Item 2.a. can join through the following process:
   a. The organization emails SGBPRES@pitt.edu with the following information:
      i. Organization Name
ii. Mission Statement
iii. Purpose for joining
iv. Goals as a Member of the Task Force
   b. The existing members will vote on the organization's acceptance into the Task Force.
      i. Acceptance is conditional on a ⅔ vote.

**Expectations**
1. All voting members of the Task Force must attend all meetings unless a specific reason is given.
   ○ If unable to attend a meeting, an email must be sent to either of the chairs of the task force in a timely manner.
2. Each student organization must have 1-2 representatives present at each Task Force meeting.
   ○ The organization representative does not need to be the same member at every meeting.

**Objectives:**
*These Objectives are subject to change as more information is gathered and the needs of member organizations, as well as the resources and action items the University can feasibly offer, change.*

By the end of the Fall 2022 Term:
1. Compose and send a Qualtrics survey to member student organizations with the purpose of getting input on:
   a. How organizations currently use the sixth floor space (meeting rooms, office spaces, common areas, etc.) to pursue their individual goals, including, but not limited to, student engagement, cultural education, and harboring of 'safe spaces' on campus.
   b. How to improve organizations' interactions with the space, including, but not limited to, the layout of space, facilities, and associated staff resources.
2. The results of this survey will be reviewed to understand student needs and desires.

By the end of the Spring 2023 Term:
1. Compile a list of action items to improve the sixth floor with an emphasis placed on student leaders' and organizations' input in collaboration with the Division of Student Affairs
2. Collaborate with the Division of Student Affairs to discuss these recommendations and proposed changes, with the final result being an agreement on future action items that are feasible and satisfactory to both student organizations on the sixth floor and Student Affairs.

3. Collaborate with the Division of Student Affairs to create an annual process for reevaluating the space's ability to meet the needs of member organizations.

**Expiration:**
This charter shall expire April 29, 2023, or upon the submission of the final report of the Task Force to the Board, whichever comes first. Any further work set out for future potential iterations of this Task Force will be fully transitioned to the incoming Board and President.