**STUDENT GOVERNMENT ASSOCIATION AGENDA**

**September 03, 2019**

I. ROLL CALL: Massara Almafrachi and Drew Dalton were absent.

II. APPROVAL OF MINUTES FROM April 23, 2019: Minutes were approved.

III. PUBLIC REMARKS: No Remarks

1. PRESIDENT'S REPORT: **Kaytlyn Mekal**
2. Hello everyone, and welcome back to SGA. I would like to welcome our new Vice President of Student Affairs, Dr. Gloria Lopez to bring us back into the swing of things.
3. **Dr. Gloria Lopez**: Thank you. Hello everybody. I am really excited to be here, thank you so much for providing me an opportunity to welcome you today. I think this is week eight for me, and I’ve got a great team in Student Affairs that I’ve been working with around not only looking at what are the great things that are happening for students and to improve the student experience but also thinking about what are the things that we could engage and what are the things we could add to the multitude of services and opportunities for students. So, I’m really excited to continue to explore that.
4. You’ve heard a little bit about the Counseling Center services changes that we are trying this year. A lot of that is really based on student feedback and what we know is a challenge to meet student needs around counseling services, and so that’s an example of the ways in which we’re continuing to look at the work that we’re doing and then doing some shifts and pivoting a little bit.
5. Another area that I’ve been working closely with is the residential engagement staff and really looking at what are the components of living on campus that we can continue to strengthen, what are some things that we can add. A lot of the work started with Dean Sue LaMontagne last year in terms of really looking at the RA role as focusing and centered on community building. We’re also looking at the Resident Directors, looking at the ways that they can provide support and a presence on campus on some evenings and really continue to work in partnership with the Resident Assistants to provide the support that they need and also to be able to assess the work and the impact that’s happening, particularly in the evenings.
6. We have also looked at how we can continue to provide opportunities for students to connect. I actually will have an office hour a week, but I’m also available if students need to have a conversation with me or as issues arise. Kim Morgan schedules individuals whenever you need to have a conversation with me, but if you stop by the office and I’m available I am more than open to meet with you and hear also about the concerns you might be seeing on campus.
7. I’m excited to be present at SGA meetings and work with the Exec Council as well to continue to think about the way that I can utilize my role to enhance all students’ experience. I really think about all of you as my partners in looking at what’s happening on campus. What are the things that we need to do and how can I use my roll to continue to elevate the voice of students on campus in any ways that I can? I’ll leave it at that, but I really am looking forward to getting to know all of you I know there are some more SGA members that will be elected or appointed by September 24, and I’m just looking forward to continuing to work with all of you and continuing to engage and figuring out the ways we can help all students to really think about Westfield State as their home.
   1. **Audrey Therriault:** You mentioned the Counseling Center is changing the way they’re approaching things. I was just wondering has there been a budget increase or any sort of resources they’ve gained since last year?
   2. **Dr. Gloria Lopez**: I’m not sure that they gained a budget increase, but what we started to look at is a way of eliminating the wait list. There’s a model that Brown University’s counseling services was using and was impacting the ways in which students were receiving services more immediately. We did a little research on that model. We invited the Director of the counseling services at Brown to do a training and essentially it is creating shorter appointments for students that addresses their immediate needs. If you think about traditional counseling services and approaches, they are sometimes looking at what might’ve happened in the past that got you to this point. What we’re doing now is we’re working with students saying what are the things you are concerned about right now and how can we help you to resolve some of those issues. They are going to be shorter appointments and that’s what’s going to allow us to see more students. We’re going to implement it this semester, and we’d love to get feedback and really better understand is it really meeting our needs, and are there shifts or changes that might help it work more successfully at Westfield.
8. Thank you Dr. Lopez. For those of you who don’t know me, my name is Kaytlyn Mekal. I am a senior, and a Business Management major with a concentration in Accounting, and my office hours for this semester are Monday through Friday from 10:00 am until 11:00 am.
9. I am happy to report that move in days went well, except for the apparent monsoon yesterday. I would like to extend my sincerest gratitude to those students that helped our first years move in, and I’m sure all of their families appreciated it as well. Just a heads up, we do have First Year and Hall Representative elections coming up very quickly, but Melanie Voss will give you a full update on that. We have two open Representative-at-Large positions, as well as the Diversity and Inclusion representative. I will be sending out an email in regards to these positions soon, but the date for the interviews is scheduled to be September 19. Our first full meeting is September 24, so I want to make sure we have all of our empty seats filled.
10. Our Governance Committees have met today and appointed their respective chairs. All University Committee, Curriculum Committee, Academic Policy Committee, and Student Affairs Committee all have open positions for student representation, and if you are interested in becoming one of those student reps, please come see me or send me and email and I will put you in touch with the right people.
11. Thank you for participating in the wonderful group that is SGA, and make sure you check out all of the fantastic welcome week events. Have a great rest of your week, and I hope your first day of classes go well.
12. BOARD OF TRUSTEES' REPORT: **Thalita Neves**
    1. For the new faces in the room, my name is Thalita Neves, I’m a Junior Criminal Justice and Communications double major and I am the Student Trustee. My position entails representing Westfield students at Board meetings as well as at the state level and advocating for our interests.
    2. If you ever have a question about anything I do or want to talk about something happening at the University, my office hours will be posted sometime within the next week and you can feel free to swing by.
    3. I’m looking forward to working with all of you this year and I hope you guys have a great first week of classes.
    4. All University Committee: **No Report**
    5. NEASC Steering Committee: **No Report**
    6. Student Advisory Council: **No Report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE: **Rin Coulter**
   1. Welcome back everyone. I hope you all had a chance to relax this summer. For those of you who I have not had the chance to meet yet, my name is Rin Coulter, I am an elementary Education major with a concentration in Art and I will be your Vice President of Student Life this school year. Before I discuss my goals for this year. I would like to take the moment to thank all of you for becoming leaders here at Westfield State. Student government plays such a large role on this campus and I am very excited to see all of you sitting here in front of me this evening.
2. I do have a handful of goals for this school year. Most importantly, I, along with the other executives, aim to strengthen the communication between students, faculty, and SGA. We had already begun to brainstorm ideas during our last few meetings in the spring of 2019 and have recently revisited this topic. Specifically I am eager to look into more effective ways to distribute SGA news to the student population. I am currently focusing on the idea of possibly having an SGA information board outside of Dunkin Donuts. I believe this area has a lot of foot traffic from students grabbing coffee and other drinks between classes. Introducing a social media coordinator into SGA is also an idea we have entertained.
3. Another objective I have set for this year is to improve Residential Life interactions with the students. I aim to meet with Residential Life bi-weekly throughout the school year to discuss any issues brought up by students and to focus on improving interaction and policies in general. My office hours are listed towards the entrance of the room, I encourage you all to visit with any questions, comments, or concerns you may have.
4. The Counseling Center has also taken a new approach to how they will be meeting with students through the year. Same day appointments will be available for students who are looking for someone to talk to that day. This will help to decrease wait time for student as well as lower the “no show rate”. With this new model, another one of my goals for this year is to work closely with the counseling center to provide a chance of student input to be brought to the center. I will be working very closely with the executive board and Julia Nedry this semester to discuss how we can build a bridge between students and counselors.
5. I am currently accepting application for members of the Student Conduct Board. The Student Conduct Board meets to hear cases not resolved by Shannon Broderick, Director of Student Conduct. Members will need to undergo training if they are selected to serve on the board. Besides the mandatory training, we will meet on an as needed basis to discuss hearings. Applications are available here at SGA and are due back October 1, 2019 at noon.
6. I plan to make Westfield a more inclusive community. Once again if you have any addition questions, comments, or concerns please stop by my cube. I am thrilled to be serving on the executive board and look forward to a very productive year.
   1. Student Affairs Committee: **No Report**
   2. Diversity/Inclusion Committee: **No Report**
   3. Food Services Committee: **No Report**
   4. Parking Control Board: **No Report**
   5. Student Athletic Advisory Board: **No Report**
   6. Substance Advisory Committee: **No Report**
   7. Veteran Services Report: **No Report**

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: **Samuel Tsongalis**
   1. My name is Samuel Tsongalis and I will be serving as your 2019-2020 Vice President of Academic Life.
   2. Last week I met with the Vice President of Academic Affairs, Dr. Diane Prusank.
2. We discussed the early planning stages of the Parenzo Renovation and she mentioned that she would like student input during the process.
3. She and I also discussed looking into the topic of Academic Advising and how we can reach more students with the information they need when it comes time to start thinking about registration for classes.
   1. Academic Policies Committee: **No Report**
   2. Curriculum Committee: **No Report**
   3. Enrollment Management Committee: **Samuel Tsongalis**
4. Enrollment Management met last Wednesday, August 28 at 3:00 pm. There we discussed the results of one of the focus groups that the school is conducting to measure application numbers for the next few years. I will inform you when we receive more updates.
   1. International Programs Committee: **No Report**
   2. Academic Technology and Information Services Committee: **No Report**
   3. Writing Liaison Committee: **No Report**
   4. Guest Lecture Committee: **No Report**
5. VICE PRESIDENT’S REPORT-FINANCE: **Kelson Burke**
   1. Hello everyone, my name is Kelson Burke. I’m a sophomore with a major in Business Management Accounting and I am the Vice-President of Finance for this upcoming school year. I hope you all had an amazing summer and are just as excited to be back as I am! I greatly look forward to getting to know all of you and seeing where this school year will take us.
   2. As the Vice President of Finance, it is my duty to overlook the SGA budget as well as all of the clubs and organizations on campus.
   3. One of the earliest events I oversee this year is the Club Fair. The Club Fair will be happening on September 12 from 4:00 pm to 6:00 pm down in the Garden Level of Ely. I encourage you all to spread the word to everyone you know so that we can make the turnout at this Club Fair exceptional.
   4. I will also be the chair of the Finance Committee and will be looking for one member of each class to join me. Although that is only the minimum required, I encourage everyone to join as discussions are much more representative when more people are there. I will have more updates about times and arrangements in the future but, if you have any questions please speak to me.
   5. Finance Committee: **No Report**
   6. Foundation Report: **No Report**
   7. Student Organization Council: **No Report**
6. VICE PRESIDENT'S REPORT-PROGRAMMING: **Cameron Kelleher** 
   1. I hope everyone’s move in weekend went well and that you are all as excited as I am to start class again tomorrow.
7. For those of you who were not able to make it yesterday, we had an extremely successful first CAB event on the green yesterday, September 3. The weather wasn’t looking too promising all day but it ended up clearing up and holding off for the entire time of our event.
8. The Block Party was a great hit and I would estimate that about 500 to 600 showed up.
9. We had an awesome local BBQ company come out and cater pulled pork sandwiches and mac and chees, along with an ice cream truck that was also a big hit.
10. Both sold out roughly within the first hour of our two hour event.
11. For those of you who were able to make it I want to thank you for coming out and supporting CAB.
12. We are a pretty new Exec Board, and to see that big of a turn out at our first event was awesome.
13. Coming up this week we have several events.
14. WE have a Live at Lunch artist playing in the DC on Wednesday, September 4 from 11:30 am until 1:30 pm.
15. On Friday, September 6 we have Brown Bag Bingo in the Scanlon Banquet hall and that starts at 10:00 pm.
16. To finish off the week we have the Welcome Weekend Carnival on the green from 3:00 pm until 7:00 pm on Saturday, September 7 with tie dye shirts, stuff a plush owl, a bungie trampoline, caricature artists, henna tattoos, snow cones and we may throw some lawn games out there also.
17. I wish everyone an amazing beginning to their semester and keep an eye out for our CAB events.
18. Our next scheduled meeting is September 11 at 5:15pm in the SGA office E017.
    1. Campus Activities Board: **No Report**
    2. Neighborhood Advisory Board: **No Report**
    3. Community Relations/Fundraising Report: **No Report**
19. SECRETARY'S REPORT: **Melanie Voss**/**Elizabeth Ferrara**
    1. Executive Secretary Report: **Melanie Voss**
20. I hope you all had a great first few days back at Westfield. In case you weren’t on SGA last year, my name is Melanie Voss. I’m a junior and a Political Science major. My office hours will be on Wednesdays and Thursdays, and I’m not positive on the times yet but will have those posted as soon as I know, which will definitely be before our next meeting.
21. I just have a few quick things I wanted to share.
22. First year elections will be taking place this month, so if you know any freshmen who would be interested, please spread the word. Signature packets for these positions will also be available Friday, September 6 at 9:00 am and are due back Thursday, September 12. Elections for both Hall Reps and First Years will be held on September 17 and 18 on MyWestfield.
23. Since this is the first year SGA is running the Hall Rep elections, it would be great if you could all spread the word about it, especially if you live on campus.
    1. Legislative Secretary Report: **Elizabeth Ferrara**
24. My name is Liz for those of you that don’t know me. I am a junior, a psychology and art double major, and I am the Legislative Secretary this year.
25. What my position entails is mainly keeping attendance, I do roll call and I keep track of your office hours. Which by the way start next week. For my new senators what that means is all senators are required to spend one hour during the week down here in the SGA room to help any students that come in here. When you do come, there will be a sign-in sheet over by the mailboxes, please sign in so that I can keep track of everyone’s office hours.
26. Please let me know if I spelled your name wrong on your nametag or mailbox, or if I say it wrong during roll call.
27. My office hours are Monday from 3:00 pm – 5:00 pm and Tuesdays from 2:00 pm to 4:00 pm, and you can always email me at [legsec.sga@westfield.ma.edu](mailto:legsec.sga@westfield.ma.edu) if you have any questions or if you are going to be absent or late to a meeting.
28. PARLIAMENTARIAN REPORT:
29. Rules and Regulations Committee: **No Report**
30. Constitutional Review Committee: **No Report**
31. ADVISORY COMMITTEES:
    1. Advisory Committee on Facilities Planning: **No Report**
    2. Advisory Committee on Academic Planning: **No Report**
    3. Advisory Committee on the CURCA: **No Report**
    4. Advisory Committee on Budget Planning: **No Report**
    5. Advisory Committee for Equal Opportunity, Diversity and Affirmative Action: **No Report**
32. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
33. Commuter Council: **No Report**
34. Senior Class: **Ethan Goodfellow**
35. I accept the resignation of Massara Almafrachi from the positon of SGA Rep to Senate for the Class of 2020.
36. The Class of 2020 now has three open SGA positions and the position of Secretary is open as well. If you have any friends in the Class of 2020 and they are interested in any of these positions tell them to keep an eye out for an email from me/Barb Hand within the week.
37. Our next scheduled meeting is September 4 at 12:30 pm in the SGA Conference Room E020.
38. Junior Class**: No Report**
39. Sophmore Class: **No Report**
40. First Year Class: **No Report**
41. Apartment Complex: **No Report**
42. Courtney Hall: **No Report**
43. Davis Hall: **No Report**
44. Dickinson Hall: **No Report**
45. Lammers Hall: **No Report**
46. Lansdowne Place: **No Report**
47. New Hall: **No Report**
48. Scanlon Hall: **No Report**
49. University Hall: **No Report**

1. UNFINISHED BUSINESS:
2. NEW BUSINESS: (requires majority vote to be opened)
3. ANNOUNCEMENTS:
   1. **David Youngerman**: 256 days until commencement.
4. ROLL CALL:
5. ADJOURNMENT: Meeting adjourned at 5:54 pm.

*To ensure the courtesy of others,*

*Please refrain from ANY cell phone use during the meeting.*

*Please also note that for accurate record keeping purposes, SGA meetings are recorded and kept on file by the SGA Executive Secretary.*