STUDENT GOVERNMENT ASSOCIATION MINUTES
December 10, 2003

I. ROLL CALL: Greg Haskell, Amanda Dufresne, Amy Duggan, Lindsay, Callahan, Erin McKenna, Jenn Curren, Angela Webb, Dawn LaBorde, Sarah King and Kyle Piazza were absent. Jill Fabbrucci was excused.

II. APPROVAL OF MINUTES OF DECEMBER 3, 2002: The Minutes were accepted.

III. PRESIDENT'S REPORT: *Rhiannon D'Angelo*

A. The Executive Council is holding interviews for students interested in the position of Vice President of Finance. Five students have been interviewed and we will continue interviews through the week and then make a decision so that this student can be in place for the spring 2003 semester.

B. The "All I Want For Christmas" Charity is going very well. Dave Bechtel from Davis Hall is in the lead with $208.00. I will be going shopping for gifts for the families again on December 11 and December 13. Please see me for details if you can help out with this. We are planning to have everything brought to the Westfield Head Start Office on Tuesday, December 17.

C. The potholes on Ely Road has been repaired.

D. The Faculty/Student Mixer held on December 10 went over well. Four members of the faculty were present. We were urged to set up a meeting with the faculty union to discuss issues affecting both faculty and students. We also were asked to submit the names of three students interested in being on the committee that chooses the Campus Book to Professor Layng. The faculty would really like student input in the decision for next year.

E. The next Student Advisory Council Meeting will take place on Thursday, December 12 at 6:00 p.m. at Mass Bay Community College. We are expecting Chancellor Gill and Chair Tocco to attend. If any Senators would like to go with us to this meeting, please see Corinne Hairston or me.

F. Rhiannon D'Angelo recognized Robert Zielonka, who is the student representative to the Foundation from SGA for 2002/2003.

All dialogue contained in the SGA Minutes is an adaptation and statements may be paraphrased.

1. *Robert Zielonka* - The Foundation serves as the fund raising agent of Westfield State College certified by the Board of Trustees. In the position that I now hold, I am also on the Scholarship Committee. Our first meeting was on November 21. We discussed making some minor changes to the Foundation Scholarship. We also made plans for developing a point system to help us review applicants for the various scholarships offered. Our next meeting is on January 8, 2003. I have also attended the Foundation's Annual Meeting that was held on September 23, 2002 and the Board of Director's Meeting on November 18. The purpose of these meetings were to nominate directors, officers and members; to be made aware of the financial

position of the Foundation; to learn more about the Access to Excellence Campaign (which focuses on the new Athletic and Academic Facility currently being built); to learn about the future plans for Westfield State College; and to learn more about the new Alumni Web Site which is designed to create a new on-line community for Westfield State Alumni. The Foundation is also hosting some fund raisers:

a. Santa Breakfast/December 12, 2002
b. Interfaith Breakfast/January 23, 2003
c. Golf Tournament/June 10, 2003 (tentative date)

G. Dr. Jackson was able to get a telephone number for students who need to speak to someone in customer service at ATT/ACUS. The number is (800) 445-6063.

The President's Report was closed.

IV. BOARD OF TRUSTEES' REPORT: *Corinne Hairston*

A. All College Committee: *Mike Higgins*

1. The All College Committee approved courses from the Art Department and sent them to President Woodward for approval. Other courses were also approved and forwarded to President Woodward.
2. The Committee moved to create an ad hoc committee consisting of eleven members (eight faculty, one administrator and two students) to review the college.
3. The All College Committee also made some referrals to the Curriculum Committee.
4. Communications Ethics was removed from the core. This will probably be put into effect during the 2003/2004 academic year.
5. The All College Committee will meet on January 29 at 3:30 p.m. in the Parenzo Board Room.

B. Academic Policies Committee: No Report

C. Curriculum Committee: No Report

D. Student Affairs Committee: No Report

E. Items on the agenda for the December 10 Board of Trustees' Meeting include:

1. Renewal of the Liquor License for Westfield State College from the City of Westfield.
2. Financial Aid Audit.
3. Certain Budget Items.
4. Discussion on the 2002 Campus Performance Assessment Report (initiated by the Academic/Student Life Committee), and
5. The announcement of the name for what is now the Wilson Auditorium.

The Board of Trustees' Report was closed.

V. VICE PRESIDENT'S REPORT-STUDENT LIFE: *Chris Murray*

A. Student Life Committee: *Chris Murray*

1. *Chris Murray* - The Student Life Committee met on December 5 to begin discussion on the peer to peer file sharing problems on campus and what to do about students who are still continuing to use them after the ban was put into place.

Chris Murray recognized Susan LaMontagne who is working with the Student Life Committee and Dr. Reynolds, WSC Chief Information Officer, to address this issue:

2. *Susan LaMontagne* - Everyone should have a Sanctioning Proposal that we came up with at the Student Life Committee Meeting. These proposed sanctions will go forward along with questions and concerns you may have from this SGA Meeting. First of all, I want to correct the punishment for the fifth offense. It should read "suspension from college housing" because it is a housing issue. We needed to decide what to do with the students who continue to use KaZaA after the first offense. For the first and second offense the students will meet with Dr. Reynolds. They will have immediate restoration of their service after the first offense and for the second, it will be after one week. They will not be referred to my office until the third offenseat which point, it would become a discipline issue and the punishment would be suspension of service for one month and a fine of $75. The fourth offense will entail suspension of service for the academic year or both the remainder of the academic semester plus one academic semester beyond. We didn't think people would even get to the third offense, but we don't know:
3. *Joe Hunt* - What will the money from the fines be used for?
   Susan LaMontagne - We all agree that the money will go back to the students in some capacity whether for a scholarship or direct programming.
4. *Tom Perron* - I lost my service yesterday and my computer didn't even use KaZaA for file sharing. I just wanted to get my playlist. Why did I lose my service?
   Susan LaMontagne - The way I understand it, the program must be installed from your computer and even if you log on for just a minute, you become a host for other people who are file sharing and that is what is taking up the bandwidth. Therefore, any use of KaZaZ will be punishable.
5. *Kristina Martinelli* - (Point of Information) If you have KaZaA and you have songs you want to play, download Media Play and then search for files and it will take all of your files from KaZaA so you don't have to use it.
6. *Tom Perron* - Is there any way you could include in the policy that it can't be installed at all. To me, it seems like they just don't want you to use it.
   Susan LaMontagne - We will put "the installation and/or use."
7. *Shawn LaHair* - Can we send students a memo telling them how to switch their music files from KaZaA to Media Play or Winamp?
   Susan LaMontagne - That's a great idea and it could go out in January along with the memo about the policy.

8. *Greg Benoit* - Can I just have KaZaA on my computer and not use it so that I can use it when I go home or do I have to keep installing and taking if off every time?
   Susan LaMontagne - You can not have it on your computer. You would have to keep installing it because the software that the college has will pick up that you have it.
   Greg Benoit - So now you're telling me what I can and can not have on my computer.
   Bob McDonald - (Point of Information) I think what he is saying is that the school is now telling us what we can and can't have on your computers and may be violating our rights.
   Chris Murray - I don't think it's say that. I just think it's saying that you're not allowed to use it. By having it on your computer, you are setting yourself up for it to connect. It only takes a few minutes for you to re-download it again from home.
   Susan LaMontagne - Again, if you have it installed on your computer and you are not using it, you are still a potential host for file sharing which is how the bandwidth got so congested.
9. *Scott Toomey* - Is there any way that we can hold off on punishing people until the sanction is established because it does not seem fair to do so until it is.
   Susan LaMontagne - We did want to establish the policy now so that we can inform students immediately when they get back from semester break.
10. *Caitlin Dempsey* - Is this policy permanent?
    Chris Murray - Yes
11. *Shawn LaHair* - Can everyone start on a clean slate once this policy is approved by the Board of Trustees?
    Susan LaMontagne - That is a recommendation that we can put forth.
12. *Brian Winslow* - Are people being told about the policy when they go to see Dr. Reynolds?
    Susan LaMontagne - Yes.
13. *Chris Murray* - I also think that, if you look at the policy itself, it's not a difficult policy. First of all, there are five offenses. It is not until the third offense that it becomes a conduct issue. Also, if you want to look at it this way, this was made by the students and I don't know that the administration would have come up with something like this. We're not getting KaZaA back and there has to be some way to stop people who are using it.
14. *Susan LaMontagne*- I did hear three recommendations to go along with this to go in the memo. First, that when this policy is finally approved, that everyone starts out on a clean slate. Two, that until approved, we continue to only have discussions with people and not to implement further sanctions. Three, that a helpful hints memo go out with the one about the policy.

It was moved by Chris Murray and seconded that SGA support the sanctions for people using file sharing

programs.

15. *Greg Benoit* - Which policy are we supporting? *Susan LaMontagne* - We are supporting the policy as written with the amendment that the fifth offense will read "college housing" and with the recommendations that I just stated.

The motion was accepted.

B. Multicultural: No Reports
C. Food Services Committee: No Report
D. Health Committee: No Report
E. Neighborhood Association Committee: No Report
F. Parking Control Board: No Report
G. Alcohol Review Board: *Chris Murray*
   1. ARB will meet on December 13 at 1:00 p.m. in the SGA Room to begin reviewing the event evaluation forms.
H. Substance Advisory Committee: No Report

The Vice President's Report-Student Life was closed.

VI. VICE PRESIDENT'S REPORT-PROGRAMMING: No Report

VII. FINANCE REPORT: No Report

VIII. SECRETARY'S REPORT: No Report

IX. BOARD OF GOVERNORS' REPORT: *Richard Walsh*
A. The Holiday Social will be held on December 12 from noon until 2:00 p.m. in the Ely Main Lounge.
B. Movie selections for January are all set.
C. The Board of Governors raised $142.00 for the "All I Want for Christmas" Charity.
D. The Board of Governors will meet on December 11 at 4:30 p.m. in the Ely Main Lounge.

The Board of Governors' Report was closed.

X. COMMITTEE REPORTS:
A. Rules and Regulations Report: *Bob McDonald*
   1. The Rules and Regulations Committee accepted the General Science Club Constitution.
   2. The Crescent Moon Society has submitted an updated constitution.
   3. The Rules and Regulations Committee will meet on January 21 after the SGA Meeting.

The Committee Report was closed.

XI. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
A. Commuter Council: *Dan Fleury*
   1. On December 4 we combined the Commuter Breakfast with collections for the "All I Want For Christmas" Charity.
   2. At our last meeting, Nicole Vieu was elected Secretary of the Commuter Council. We also accepted the resignation of Melanie Zaugg as Vice President of the Commuter Council. Melanie will become a resident student next semester. We will try and

fill this position early next semester.

3. The Commuter Council will meet on January 29 at 4:00 p.m. in the Commuter Council Room.

B. Senior Class: *Jennifer Prior*

1. The "Senior Nite" held on December 7 went over very well. We had about seventy people there. We donated $94.00 to the "All I Want For Christmas" Charity.
2. Letters to families of the Class of 2003 for advance Senior Days Packet sales will go out on Thursday.
3. We decided to wait until next semester to send out the Senior Newsletters.

C. Junior Class: *Greg Benoit*

1. I will be acting President for the Class of 2004 while Lindsay Callahan is in exchange at the University of Louisiana.
2. The Winter White Luau went very well. The students who did go had a great time. Attendance was very low and we would like to thank the Senators who did show up to support the Class of 2004.
3. The Class of 2004 will meet on December 12 at 6:00 p.m. in the SGA Conference Room.

D. Sophomore Class: *Ashley Zolenski*

1. We went out into the Westfield Community on Saturday, December 7, to collect money for the "All I Want For Christmas" Charity and we collected $70.00. The total from the Class of 2005 now stands at $181.00.
2. We will be going to the Gray House this week for the after school tutoring program.
3. The Class of 2005 will meet on December 16 at 6:00 p.m. in the SGA Room.

E. Freshman Class: Dan Rice

1. The Class of 2006 will be selling "Candy Grams" until December 12. Please see a class officer if you would like to buy one. They are $1.00.
2. The Class of 2006 will meet on December 12 at 6:30 p.m. in the SGA Conference Room.

F. Apartment Complex: No Report

G. Courtney Hall: No Report

H. Davis Hall: No Report

I. Dickinson Hall: Kyle Piazza

1. Member of our Hall Council raised $101.00 for the "All I Want For Christmas" Charity.
2. We spoke to the Athletic Department and they will allow us to use their logo for our hall T-Shirts.
3. Lammers Hall Council will meet on December 16 at 4:30 p.m. in the Dickinson Commons Room.

J. Lammers Hall: Stephen Sawyer

1. We will be having our "Cookie Bake Off" with the RA's and Hall Council on December 11 at 6:00 p.m. All cookies will be donated to a local shelter.
2. We will be purchasing ping pong and pool equipment from Wal-Mart this week.
3. The ad hoc committee to discuss alternate practice space for on campus bands will begin meeting next semester.

K. Scanlon Hall: No Report

The Commuter Council, Class and Hall Reports were closed.

XII. UNFINISHED BUSINESS: No Unfinished Business

XIII. NEW BUSINESS:

A. It was moved by Angela LaPierre and seconded to open New Business. The motion was accepted. Scott Toomey and John Moynagh were named Senator of the Week. It was moved by Angela LaPierre and seconded to close New Business. The motion was accepted.

XIV. ANNOUNCEMENTS:

A. *Katelin Kennedy* - There will be a Red Cross Blood Drive on December 11 from 1:00 - 7:00 p.m. in the Third World Room.

B. *Angela LaPierre* - Weekend Programming will sponsor an 80's Movie Night in the Campus Center Main Lounge on Sunday, December 15 at 7:00 p.m.

C. *Jenn Prior* - 158 days until Graduation.

XV. ROLL CALL: Greg Haskell, Amanda Dufresne, Amy Duggan, Lindsay Callahan, Erin McKenna, Jen Curren, Angela Webb, Dawn LaBorde, Sarah King and Kyle Piazza were absent. Jill Fabbrucci was excused.

XVI. ADJOURNMENT: The Meeting was adjourned at 6:43 p.m.

Respectfully Submitted,

Lauren Stearley

Lauren Stearley,
Executive Secretary

ATTENTION STUDENTS:
PEER-TO-PEER FILE SHARING PROGRAMS PROHIBITED!!!!

POLICY

Effective immediately, President Woodward, utilizing the authority granted him by the College Board of Trustees has approved the following addition the Westfield State College Computing Resources Policy:

The installation, for any purpose, or use of any peer - to - peer file sharing application (such as, but not limited to, KaZaA, FastTrack, Gnutella, BearShare, LimeWire, etc.) is not permitted on the Westfield State College network. In addition, any other network-based, nonacademic application that consumes the College's limited bandwidth may be limited or restricted. The Chief Information Officer must approve the installation of any server or server-based application on the Westfield State College network.

Students who violate the above policy by installing, continuing to have installed, or utilizing any component of peer-to-peer file sharing applications as established above, will be subject to the following sanctions:

1st offense: Service will be shut off immediately and student will need to meet with the Chief Information Officer (CIO)/designee to have service reinstated. Once student has met with CIO/designee service will be reinstated immediately.

2nd offense: Suspension of service for one week. Service will be shut off immediately and student will need to meet with the Chief Information Officer/designee to have service reinstated.

3rd offense: Suspension of service for one month. Service will be shut off immediately and student will be referred to the Student Conduct Office. Student will be assessed a $75 service fee.

4th offense: Suspension of service for the remainder of the academic semester plus one full academic semester beyond. Service will be shut off immediately and student will be referred to the Student Conduct Office. Student will be assessed a $150 service fee.

5th offense: Suspension from College housing for the remainder of the academic semester plus one full academic semester beyond.

(All service fees must be paid before service is restored beyond the suspension period.)

HISTORY

Last fall the Westfield State College network was running unacceptably slow. Browsing the web had become an enormous task for all users of the network. Preliminary research revealed that the WSC Internet router was running at 99% capacity. Further investigation showed that FastTrack—the transfer protocol used by KaZaA and other P2P file-sharing applications—was consuming 94% of this bandwidth-or 8.46 MB of the campus network's 9MB capacity.

The Division of Information Technology (IT) attempted to throttle the bandwidth consumption used by KaZaA, but all efforts resulted in the application shifting from the known KaZaA port to randomly chosen ports, thereby allowing KaZaA traffic to remain at an all-consuming level. When IT blocked all of these randomly-used ports, bandwidth consumption dropped to less than 10% and the network's expected robust functionality was restored. Closing all ports was the only immediate solution to restore our campus network to its necessary robust condition. This action also inadvertently blocked other applications, such as gaming and instant messaging. Instant messaging was restored shortly afterward, but gaming remained blocked.

The leaders of six major higher education organizations have asked the presidents of all American colleges to take steps to stop illegal distribution of copyrighted materials, such as songs and motion pictures, through college computer networks. When KaZaA is installed on a computer, the installer software has been reported to also install Trojan computer viruses that can continue to function even if KaZaA is removed from the machine. These Trojan viruses are exploits that can be, and in some cases, have been used to infiltrate a network and launch attacks on resources located within that network. Beyond just downloading music to the user's computer, KaZaA can convert your computer into a server that serves out music to others outside the Westfield State College network. This, then, would allow others not associated with WSC to utilize and consume our limited bandwidth. Allowing KaZaA traffic only at night might preserve daytime bandwidth for academic and staff purposes, but it would not address the