

STUDENT GOVERNMENT MINUTES

December 14, 1993

- I. ROLL CALL: Chris Hurley, Cynthia Pucillo, Pauline Kerbici and Maureen Galvin were absent. Dave Gallagher, Amy Corcoran, Christina Meriano, Danielle Dube and Steve Pratt were excused. Christine Brassil, Shane Woodson and Erik Whynot sent alternates.
- II. APPROVAL OF MINUTES OF DECEMBER 7, 1993: The Minutes were approved with corrections.
- III. PRESIDENT'S REPORT: *Ted Christ*
 - A. Cable Committee: No Report
 - B. Conference Selection Committee: No Report
 - C. Constitution Committee: *Ted Christ*
 1. I feel that this Committee is making progress with our SGA Constitution and we will be meeting over break.
 - D. Ted Christ moved that SGA accept Jeff Sullivan as an All College Representative. The Motion was accepted.
 - E. Ted Christ moved that SGA accept the resignation of Michelle Costa as Assistant Secretary to SGA. The Motion was accepted.
 - F. Ted Christ moved that SGA accept Angela Nydam as Assistant Secretary to SGA. The Motion was accepted with two abstentions (Kim Harper and Mary Kate Keough).
 - G. There are two Proposals which you will be asked to consider this evening. One is for endorsement of an increase in the Placement Fee from Career Services and the other is approval of a Proposal from the Board of Governors for an increase in the Student Union Trust Fund Fee supporting the creation of a Wellness Center. It is my suggestion that we do not consider these Proposals due to the fact that we have three other Proposals for fee increases as well. Those Proposals being Commencement, Capital Planning Renovations and other Health and Wellness Proposals (at least one coming from Long Range Planning). We have the potential for \$200 (plus) in fee increases for next year! Let us approach these Proposals with caution. We may be setting a dangerous precedent if we allow unwarranted fee increases of up to \$200 in just one years time.
 - H. Ted Christ recognized Maureen McCartney, Director of Career Services, who presented a Proposal for an increase in the current Placement Fee:
 1. *Chris Sault* - Do you know the approximate number of alumni that use the service now?
Maureen McCartney - Over the course of the year, we probably see several hundred alumni. We also try to provide alumni with job update notices.
Kevin Cross - I support this fee. It is beneficial for all of us. I hope you all support this proposal.
 2. *Ted Christ* - What are your operating costs now compared to last year? What services would you be losing without this proposal?
Maureen McCartney - This \$48,000 which is listed on the back page is the operating service this year. The salary for our Secretary, the computer - everything. The state takes care of the two salaries.

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3. *Ted Christ* - Where did the outside account come from?
Maureen McCartney - It was established in 1970 by the State College Authority. Originally it was \$5.00. From 1970 - 1994 it has not increased dramatically. It hasn't changed since 1988.
4. *Jen Salmon* - You mentioned a fee increase for Continued Ed students. Would the proposal include something definite?
Maureen McCartney - there will definitely be some sort of fee.
5. *Chris Sault* - Is there any way that this fee can be listed on the bill as the Career Services Fee?
Maureen McCartney - Yes. Actually I would like to do that.
6. *Ted Christ* - How many students are serviced on the campus now and how many more do you feel you can service with this fee increase?
Maureen McCartney - I tallied the students serviced for the last three months. 550 students have taken part in a workshop. Another 150 have had individual appointments. With another staff person, that could double. We would like to get off campus and network with employers. With two full time employees, we can have someone on the road and someone here.
Tricia Rocco - This is going to benefit all of us. Whether Continuing Ed pays for the service or not. It is something that we will all be using.
7. *Kevin Cross* - I move that SGA support the Career Services Proposal.
8. *Ted Christ* - This Proposal isn't going to go to the Trustees until March. I think that the wisest thing for us to do as an Organization is to wait and look at all of the proposed fee increases together. This way we can look at all of the fee increases and see what they offer. If we were to look at the min one package, that would give us the best overview of what we are doing. I would like to move that SGA table support of the Career Services Proposal. The Motion to Table was not accepted.
Maureen McCartney - Ted has mentioned several times that the budgets are not voted on until March but they are due way in advance. In fact, they're due in January. I just wanted to point out that they're due well before March.
Ted Christ - It would be much easier for us to look at this Proposal in the future with clear eyes rather than right now. We haven't seen all of the proposed fee increases. We don't have to endorse the full Proposal. We can endorse a \$7.00 increase.
9. *Carlos Santana* - I would like to see Continuing Education help pay the fee as well. They should pay for it too if they are going to use it.
Maureen McCartney - I think that they will. It just has to be determined how to prorate it correctly. It will definitely be part of a package.
10. *Dave Kroon* - There's too much coming towards us to just pass

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it by. We have to look at the whole picture.

11. *Tricia Rocco* - We have to establish priorities. I'm all for the Wellness Center but we have to make some decisions. What are we waiting for; the end of the year?
12. *Lori Potter* - I move to Call the Question. The Motion to Call the Question was accepted with one abstention (*Todd Dorman*). The Main Motion stood on the floor that SGA support the proposed Career Services fee increase? The Motion was accepted with two abstentions (*Alex Kennedy* and *Christina Bianca*).
- I. *Ted Christ* moved to Close the Doors. The Motion was accepted. *Ted Christ* moved to Open the Doors. The Motion was accepted.
- J. The Student-Faculty Reviews went great! We collected approximately 500. I would like to thank everyone who helped with this effort especially *Dave Kroon*, *Jen Jeffrey* and *Cynthia Pucillo*. The Faculty Evaluation Committee will be meeting over break and we will report at the January 25, 1994 SGA Meeting.
- F. *Laura MacWhinnie* moved to the Board of Governors Report be taken out of sequential order and given next. The Motion was accepted.

The President's Report was accepted.

IX. BOARD OF GOVERNORS' REPORT: *Laura MacWhinnie*

- A. *Laura MacWhinnie* moved that SGA approve the Proposal prepared by the Board of Governors supporting a maximum \$20.00 per semester increase in the Student Union Trust Fund Fee for the creation of a Wellness Center. *Karen McManus* moved to Table this Motion. The Motion to Table was accepted with one abstention (*Kevin Cross*):
 1. *Dan Szenda* - Did you discuss a termination date for the fee when you drafted this Proposal?
Laura MacWhinnie - No. When the increase goes up, it will stay that way. When the loan is paid off, they will need money to maintain the Health and Wellness Center.

The Board of Governors' Report was accepted.

IV. VICE PRESIDENT'S REPORT-STUDENT LIFE: *Steve Dailey*

- A. Student Life Advisory Committee: *Steve Dailey*
 1. The Proposal set forth by SLAC to change the Sign In Policy was not accepted by the Department of Residential Life. I will, however, be speaking with the Resident Directors in January to discuss their concerns with this Proposal:
 - a. *Craig Colby* - What was the main reason for not accepting the Proposal?
Dr. Conlogue - With regards to the Sign In Policy, a few things have to be considered. Security and safety as well as student convenience.
 - b. *Craig Colby* - We were told we could resubmit a Proposal and be given a trial for spring semester. Now we won't be able to try a new policy for next semester.

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Dr. Conlogue - Not at the beginning of the semester but that doesn't mean we can't try one sometime during the semester.

- c. *Lori Potter* - It seems like we are getting strung along. It is always being put off until next semester.

Dr. Conlogue - We did a proposal earlier in the semester.

- d. *Karen Guistina* - What are the big safety issues? What's going to happen in two hours? ISO's are supposed to identify unfamiliar people. I don't understand.

Dr. Conlogue - We need to look not only at access to the building but also damage that occurs.

Angie Nydam - I am definitely concerned with safety issues more so than convenience, but it concerns me because we are adults and are not only here to experience an education in classes but also an education in real life responsibilities. Give students a chance. They may surprise you.

- e. *Lori Potter* - Would you and your staff be willing to try this policy? Let's see if the students can handle this.

Dr. Conlogue - I told Steve that I would be willing to have him come in and address the R.D.'s about this Proposal.

- f. *Karen McManus* move to Call the Question. The Motion to Call the Question was accepted with one abstention (*Craig Colby*).

2. A Proposal has been sent from *Dr. Conlogue* to Vice President *Mazza* requesting that the fire doors in both *Dickinson* and *Davis Hall* be opened 24 hours a day (with the option of closing the doors if the section chooses too). Both *Jon Conlogue* and I will be waiting for a response in order that all residents in those halls will know of the change.

B. Student Life Committee: No Report

C. Parking Control Board: No Report

D. Alcohol Review Board: *Johanna MacAllister*

1. I would like to encourage anyone sponsoring an event (which will have alcohol and needs to go to ARB) for the month of February, to please try to get their requests to ARB before break or by the first meeting of the spring semester.
2. The Alcohol Review Board will meet on January 27 at 3:30 p.m. in Ely 233.

E. Health Committee: No Report

F. Food Services Committee: *Kim Shea*

1. Members of the Food Services Committee went to *Bridgewater State College* and *Stonehill College* to evaluate their food services on December 7.
2. Changes were made in the menu for next semester as well as ideas for changes which may be started here in the spring.

G. Neighborhood Association Committee: *Melissa Reilly*

1. Our Holiday Reception held on December 8 in the *Scanlon Living*

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Room was a success. More than forty neighbors attended! I would like to thank all the Senators who came; it really made a difference!

H. Student Affairs Committee: No Report

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

V. VICE PRESIDENT'S REPORT-PROGRAMMING: *Yvette Edwards*

A. Substance Abuse Awareness Committee: No Report

B. For those of you who attended the Faculty/Student Coffee House, I would like to thank you for coming. The Coffee House, as you know, was sponsored by CAB and I think that it was disappointing that we had so little faculty there. However, there is always room for improvement. I would like to thank a couple of people who helped to get the Coffee House going - Andy Johnson who helped find the Performer and Kelly O'Neill who sent out the invitations in conjunction with the Public Relations Committee. Because there were so few Faculty there does not mean that we won't try again. Look forward to seeing another Coffee House next semester!

C. The Campus Activities Board has begun to fill the calendar for next semester. We will try to have something planned for each Wednesday, i.e., A Taste of . . . once a month, a Comedy Shop once a month. We also hope to have a big weekend event once a month as well. We also will do things in conjunction with special holidays. . . not to mention Spring Weekend! CAB plans to make next semester an exciting semester of programming so . . . look out!

D. Our CAB sponsored Wild Video Dance Party which was held on December 11 was not very successful due to some internal problems within the Student Affairs Staff as well as the fact that we're so close to finals and end of the year projects.

E. Tonight will be the last night that the Owl's Nest will be open for Club 21.

F. The Masseur Program which was scheduled to help relieve the stress from finals, unfortunately, had to be cancelled. Coffee and tea will be provided in the Campus Center during finals week.

The Vice President's Report-Programming was accepted.

VI. TREASURER'S REPORT: *Jen Salmon/Erin Griffith*

A. Finance Committee: *Erin Griffith*

1. Erin Griffith moved that SGA allocate \$1,200.00 to Circle K for the New England District Convention on March 11-13, 1994. The Motion was accepted.
2. The balance in the SGA Club Account for the spring semester is \$10,026.59.

The Treasurer's Report was accepted.

VII. SECRETARY'S REPORT: *Kelly O'Neill/Angie Nydam*

A. Election Committee: No Report

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- B. Publicity Committee: No Report
- C. The Senate Banquet Committee has been selected and plans are under way for this years Banquet!
- D. The latest SGA Newsletter is out!

The Secretary's Report was accepted.

VIII. BOARD OF TRUSTEES' REPORT: *Dan Szenda*

- A. All College Committee: No Report
- B. Academic Policies Committee: *Bryan Walsh*
 - 1. The Academic Policies Committee will meet on December 16 at 3:30 p.m.
- C. Curriculum Committee: No Report
- D. Long Range Planning Committee: *Kelly O'Neill*
 - 1. The Committee listened to Dr. Fantasia's Proposal for a Health and Wellness Center. Dr. Abar recommended that primary usage be academic if the Health and Wellness Center passes. Dave Gallagher disagreed, as did Curt Robie and Rob Bristow. Dave Gallagher pointed out that if the students were to pay for it, they should have first priority usage. After discussion, the proposal was tabled.
- E. The Student Advisory Council (SAC) will be discussing further actions on both the budget and the Capital Plan. Meetings have been scheduled over the Christmas break and I will be reporting to you on these meetings in January.
- F. Administration and Finance Committee members have made it clear that they will not vote on an ambiguous or unclearly defined financing proposal.

The Board of Trustees' Report was accepted.

X. COMMITTEE REPORTS:

- A. Bookstore Committee: No Report
- B. Rules and Regulations Committee: *Tricia Rocco*
 - 1. The 1993/94 Rules and Regulations Committee had a productive fall semester. We initiated and passed amendments to the SGA Constitution; accepted the Pre-Law Club; revised two line item Club Constitutions (MTG and The Owl); and created a document which distinguishes the difference between SGA recognized Clubs and SGA recognized Organizations.
- C. Exchange Committee: No Report
- D. Athletic Council: No Report

The Rules and Regulations Committee Report was accepted.

XI. ADVISORY COMMITTEE REPORTS:

- A. Affirmative Action Advisory Committee: No Report
- B. Bookstore Advisory Committee: No Report
- C. Campus Sign Advisory Committee: No Report
- D. Computer Advisory Committee: No Report

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- E. Food Services Advisory Committee: *Kim Shea*
1. The Request For Proposals have been sent to several companies and within the next week, we will be having a pre-bid conference with all of these companies to answer any questions within the contract and to give a tour. Just to let you know, for what we are getting now and in order to continue to get it, the price is going to go up (we are not sure of price increases at this point).
- F. Human Relations Advisory Committee: *Laura MacWhinnie*
1. Lori Potter will be the new student representative on the Human Relations Advisory Committee.
 2. The Critique Program, which this Committee is initiating, will begin after break.
 3. Celebrate Unity was a success!
 4. We are attempting to reschedule the Native American Indian lecture for next semester. Due to family circumstances, the event had to be cancelled.
- G. Registration Advisory Committee: No Report
- H. Substance Advisory Committee: *Tricia Rocco*
1. The Substance Advisory Committee will meet on December 21 at 9:00 a.m.
 2. Per Dr. Applbaum's request, the need for this Advisory Committee may no longer be required.
- I. Student Retention Advisory Committee: No Report

The Advisory Committee Reports were accepted.

XII. COMMUTER COUNCIL, THIRD WORLD, CLASSES AND HALLS:

- A. Commuter Council: *Becky Fic*
1. The Amendment to the Commuter Council Constitution were passed and the Constitution will go to the Rules and Regulations Committee.
 2. Our Survey will be mailed to commuting students over break and we are hoping that a large pile of mail will be waiting for us at the beginning of next semester.
- B. Third World: *Maria Garcia*
1. Third World made \$155.00 at our Holiday Social.
 2. We are considering selling T-Shirts as a fundraiser for next semester.
- C. Senior Class: *Johanna MacAllister*
1. At the December 9 Countdown '94 (after expenses), the Class of 1994 made \$16.00.
 2. Spring Break deposits are being accepted at the Teller Window. A \$75.00 deposit is due by December 23. After that time, the amount of the deposit needed will be \$100.00. Checks can be made out to University Excursions. If anyone has any questions, please contact Tricia Rocco.
 3. The Class of 1994 will be on December 16 at 6:30 p.m. in Ely 147 to discuss dates for spring semester Countdowns and Senior Week possibilities.

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D. Junior Class: Chris Sault

1. Dr. Martin was at our last meeting to discuss Convocation. We discussed attendance and possible solutions to this problem.
2. We are also planning a Valentine's Dance for February 11 from 9:00 p.m. - 1:00 a.m. in the Scanlon Banquet Hall. Tickets will be \$5.00 (\$7.00 at the door).
3. The Class of 1995 will meet on December 20 at 9:30 p.m. in the Courtney Hall First Floor Main Lounge.

E. Sophomore Class: No Report

F. Freshman Class: Eve Descant

1. The Class of 1997 sold refreshments at the December 12 Music and More Performance in Dever. We made a small profit.
2. The Class of 1997 made \$50.00 from the Elf Tuck-In Fundraiser.
3. Eve Descant moved that SGA accept the resignation of Lisa Reilly as a Representative to Senate from the Class of 1997. The Motion was accepted.
4. Eve Descant moved that Kelly Orgera be accepted as a Representative to Senate from the Class of 1997.
5. We are currently looking at possibilities for fundraisers for Valentine's Day.
6. I would like to thank all of our Class Officers for a great semester and the Junior Class for all of their advice and help!

G. Apartment Complex: No Report

H. Courtney Hall: No Report

I. Davis Hall: Craig Colby

1. Craig Colby moved that SGA accept Josh Dutra as a Representative to SGA from Davis Hall. The Motion was accepted.
2. Instead of having pizza in the Dining Commons for a Study Break, we will be having it in our Residence Hall.
3. Davis Hall Council will meet on December 15 at 8:00 p.m. in the Commons Room.

J. Dickinson Hall: Cynthia Pucillo

1. We held our Candy Cane Sale last week. Profits were \$57.18 and will go towards Hall Council funds.
2. We set up a schedule for our Study Breaks during finals.

K. Lammers Hall: Scott Ross

1. Two more T-Shirt designs were submitted. We voted to use a design by Lammer's resident Shannon Gallagher.
2. Coffee and Donuts were ordered from Sodexo to be available on Monday and Tuesday evening of final's week.
3. We decided to add \$10.00 second and third prizes for our Holiday Door Decorating Contest due to the large number of residents who participated. Judging will take place on December 15.
4. Ideas for our Newsletter (#4) were accepted and the Newsletter will be distributed on December 15.

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L. Scanlon Hall: Karen Guistina

1. Kathi Bradford attended our meeting on December 13 as well as our R.A.'s. The topic of discussion was involvement between R.A.'s and Hall Council. We are working towards more communication in our Hall.
2. Hall Council will be sponsoring a van for residents to go and see a resident's band which will be playing in Hadley.
3. The December Newsletter was distributed to mailboxes today.
4. Study Breaks are set for December 16, 19 and 20 at 9:00 p.m. in the Scanlon Living Room.
5. Scanlon Hall Council will meet on December 20 at 9:00 p.m. in the Hall Council Room.

The Commuter Council, Third World, Class and Hall Council Reports were accepted.

XIII. UNFINISHED BUSINESS: None

XIV. NEW BUSINESS:

- A. Dan Szenda moved the open New Business. The Motion was accepted.
- B. Kevin Barnard announced his resignation as Editor-In-Chief of The Owl.
- C. Jim Godfrey petitioned SGA to be allowed back on Senate as a Representative from the Apartment Complex. Johanna MacAllister moved that SGA reinstate Jim Godfrey as a Representative to Senate from the Apartment Complex. The Motion was accepted.
- D. Dan Szenda moved to close New Business. The Motion was accepted.

XV. ANNOUNCEMENTS:

- A. *Todd Dorman* - Once he's resigned, he's made the decision.
- B. *Mark Bousquet* - I will be graduating. Have fun next semester.
- C. *Steve Dailey* - We had a rough meeting, don't let it get to you!
- D. *Maegen Moore* - 165 long days until Graduation!
- E. *Yvette Edwards* - Coffee and tea will be available all week for finals.

XVI. ROLL CALL: Chris Hurley and Maureen Galvin were absent. Cynthia Pucillo and Pauline Kerbici received a half absence. Christine Brassil, Mary Kate Keough, Shane Woodson and Erik Whynot sent alternates. Dave Gallagher, Danielle Dube, Steve Pratt and Christina Meriano were excused.

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- D. Ted Christ moved that SGA accept his resignation as President of the Student Government Association. Erin Griffith moved to Call the Question. The Motion to Call the Question was not accepted with two abstentions (Kim Shea and Dave Kroon). The Main Motion stood on the Floor that SGA accept the resignation of Ted Christ as President of the Student Government Association. The Motion was not accepted. Yvette Edwards moved that Senate take a five minute recess. The Motion was accepted.
- E. Dan Szenda moved to close New Business. The Motion was accepted.

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XVII. ADJOURNMENT: The Meeting was adjourned at 9:20 p.m.

Respectfully Submitted,

Kelly M. O'Neill
Secretary

Angela R. Nydam
Assistant Secretary

KMO/ARN/bh

cc: Peter Mazza	Maureen McCartney
Peg Civello	Chris Mongeon
Daryl Hendery	Dorothy Phelps
Jon Conlogue	William Freeman
George Sicaras	Edna Wilander
Andy Johnson	Paul Bogan
Kathi Bradford	Pat Rix
Dr. Hanrahan	Sue Basque
Tom Stewart	Joan Fuller
Adrene Adams	

Memorandum

To: Members of the Student Government
From: Maureen McCartney, Director *MM*
Office of Career Services
Date: December 8, 1993
Re: Placement Fee Increase Proposal

The enclosed proposal presents a request for an increase in the Placement Fee commencing in the Fall of 1994. I am presenting this proposal to the student body, through the Student Government, at this time and will subsequently present it to President Applbaum and the Board of Trustees in the Spring. I hope to do so with your endorsement.

It is with great reluctance that I request a fee increase at this time. I am fully aware of the financial constraints you and your families face in affording today's rising college costs. As I review hundreds of resumes each semester, I see first hand the number of you that work increasing hours each semester to meet your tuition and related expenses. I meet many who are unable to undertake internships or any sort of volunteer experience because of work-related commitments. Despite these financial burdens, I must ask you to consider increasing your fee so that we provide you with the quality service you deserve and need to be competitive.

The rationale for this fee increase is very simple - we need an additional professional staff person to meet the many and varied career needs of our student and alumni population. Our goal is to help each member of our student and alumni community develop sound career-related goals and present themselves successfully within the marketplace. We guide students in career exploration, a process that needs to begin in the first year of study. We assist candidates in developing the tools required in job searching - resumes, interview skills, job search strategies. We facilitate contact with a wide range of employers, on campus and through various career fairs. We help others develop plans for graduate study. Our career resource library and various computer programs provide a great deal of assistance. A newsletter and credential file service offer additional tools.

With only one professional staff person, decisions must be made on a daily basis in terms of programs and services we are unable to offer rather than what else we can do. We would prefer to provide you all that you need to prepare for and achieve success in your chosen field. Our staffing precludes the level of contact with employers across the state necessary to market Westfield State College. By necessity, much of our advising is done in groups. Students must often wait two to three weeks for an appointment. We need to offer additional evening hours to meet the needs of students engaged in internship, student teaching or employment. We would like to increase our contact with alumni, developing networks that could assist each of you in your career plans. There is a great deal we could do given adequate staffing.

The enclosed proposal outlines the history of the Placement Fee, our current staffing level and what services and programs will be expanded with additional staff. In reality, a fee increase, to \$12.50 per semester, generating approximately \$75,000, will support a full-time professional and cover the basic administrative costs of operating a career center. We will still be a bare bones operation but will have the human resources minimally necessary to carry out mission. We currently receive approximately \$21,600 in fees each year and have been using a cash reserve to meet our \$48,000 annual budget. These cash reserves will be depleted soon and will result in some rather drastic changes in the level of service currently offered.

I encourage you to review the proposal carefully and let me know if you have questions or comments. I look forward to working with you in enhancing the quality of career services offered for our students and alumni.

PROPOSAL - PLACEMENT FUND FEE INCREASE

This document proposes a modest increase in the Placement Fee, from a one-time fee of \$20.00 to a \$12.50 per semester fee, commencing Fall of 1994. The increased is necessary to provide sufficient revenue to fund the addition of a full-time professional staff person needed to meet the career-related needs of the students, alumni, faculty and the greater community of Westfield State College.

In 1970 the Massachusetts State College system established the Placement Service Trust Fund for the purpose of establishing and maintaining a formal placement service. A fee of \$5 was required of all seniors and each degree candidate in the Program of Continuing Education. In 1975 the timing of the fee collection was shifted to the first year of enrollment rather than the final year. This one-time Placement Fee was then increased by \$5 in 1986 (\$10 to \$15) and again by \$5 in 1988 (from \$15 to \$20).

Thus, it has been five years (1988) since the Placement Fee was addressed. During this period a number of significant changes have been realized within the Career Center. As noted above, the fee currently stands at a one-time \$20.00 assessment when a full-time student enters the College. These resources are used to cover all administrative expenses excluding salaries for one full-time administrator and one full-time secretary. Budgetary items include approximately \$12,000 for an (03) clerk and other necessary expenses including postage, copy expense, photocopy lease, professional memberships, library resources, computer equipment and repair, paper, etc. A shift to departmental chargebacks in recent years has had a significant impact on our services, with high postage and copy expenses draining the small reserve.

Each year, we see a very strong increase in student and alumni requests for services. By way of illustration, the first three months of this academic year brought a very strong student response for our career-related workshops. Approximately 560 individuals have participated in one or more of the regular series of workshops. 160 individuals participated in one-on-one advising sessions of 30-50 minutes in length. An increasing number of alumni are requesting services as are individuals desiring career advising prior to enrolling, particularly transfer student and those studying through the Division of Continuing Studies. Company downsizing and the recession have forced many to reevaluate and seek career alternatives and new options and training. Individuals often seek out college career centers for assistance in revamping and marketing their skills. We are also seeing an increased number of underclass students seeking assistance during their early college years, a trend we strongly encourage. Increasingly, students have a greater awareness of the harsh economic realities and questionable job market ahead of them. They find career planning and selection more crucial and more difficult than ever.

Students and recent alumni are finding many entry-level jobs have been eliminated due to recessionary cutbacks. They are also realizing increased competition from more experienced workers in the job market due to layoffs. The 1.1 million college graduates in 1991 constituted the largest graduating class ever for the United States. (DeCourcy 1992).

Many career centers have increased staff to meet the increased demand for services. In fact, the majority of career programs at our sister state colleges (North Adams, Framingham, Salem, Fitchburg and Bridgewater) are staffed with two professionals.

We are committed to providing a full range of career services for members of the College

- **INCREASED ADVISING FOR ALUMNI WHO HAVE BEEN AFFECTED BY REORGANIZING, DOWNSIZING, CLOSINGS AND MERGERS.**

EXPANDED HOURS OF OPERATION

- **WITH ADDITIONAL STAFF, THE HOURS OF OPERATION COULD BE EXPANDED, PROVIDING GREATER ACCESS FOR STUDENTS ENGAGED IN INTERNSHIP, COOPERATIVE EDUCATION, PRACTICUM, PART-TIME EMPLOYMENT OR EVENING CLASS SCHEDULES.**

SERVICES FOR SPECIAL POPULATIONS

- **INITIATION OF SPECIAL PROGRAMS TO MEET THE NEEDS OF A DIVERSE STUDENT AND ALUMNI BODY**
- **SPECIAL PROGRAMS DEALING WITH THE EMPLOYMENT RELATED NEEDS OF WOMEN, THE DISABLED, NONTRADITIONAL STUDENTS AND MINORITIES.**

EQUIPMENT AND RESOURCES

- **GREATER UTILIZATION OF COMPUTER TECHNOLOGY SUCH AS INTERNET IN THE CAREER SEARCH.**
- **PURCHASE OF VIDEO EQUIPMENT TO CONDUCT MOCK INTERVIEWING**
- **EXPANSION OF THE CAREER RESOURCE LIBRARY**

WELLNESS CENTER

Proposal

At a meeting held on Monday, December 6, 1993, the members of the Board of Governors finalized a position on the Wellness Center issue. Through comprehensive research and surveying of the student body, it has been confirmed that a strong need and desire exists for a Wellness Center.

1. Opinions expressed by the students showed that they would utilize an on campus facility if the cost for them was lower than the fee which they would pay at an off campus gym or fitness center.
2. Based on information from Dr. Tilia Fantasia, Movement Science, Sports and Leisure Studies Department, the Board made a decision about the location of the Wellness Center. The Board realized that the space presently know as the Owl's Nest (school bar) is the most ideal location. Due to the fact that the Center will be located within close proximity to the Pool, Racquetball Court, Showers and a set of lockers, enhances the concept of wellness.

The Wellness Center would include:

- a. Aerobic Space
- b. Nautilus Equipment Space
- c. Safe Free Weights (Universal Gym)
- d. Area for Diagnostic Training (And Information Center)
- e. Faculty and Staff Space
- f. Student Supervisor Station
- g. Locked Storage Area For Equipment

These elements comprise the basis for a Wellness Center which was accepted by the Board with the approval for additions to the list. No deletions would be acceptable.

3. It is understood that work study and trust fund employed students would be used to staff the Wellness Center. There would be no need for additional full time college staff to be hired out of the Student Union Trust Fund.

10. The estimated permanent increase of the Student Union Trust Fund will be \$20.00 per semester. (Currently \$35.00 a semester/will be \$55.00.) This increase will be the students membership to the Wellness Center and no extra fee will be created before they are allowed to use the facilities.

In order to reduce the burden of cost for the student, the Board of Governors has decided to support the maximum increase of \$20.00 per semester for the creation of a Wellness Center.

11. The Wellness Center will be open and accessible to all members of the College Community. A fee structure will be developed for students who are not considered to be full-time.

*The above Proposal is submitted by
Laura MacWhinnie, Chair, on behalf of the Board of Governors.*

December 13, 1993

Student Life Advisory Council

Sign-In Proposal

Purpose:

To bring about a set of policies which will provide Westfield State students and staff with a convenient, organized system.

Policy:

1. Preserve present sign-in procedures with the exception of the forthcoming.
 2. Eliminate the half-hour grace period.
 3. Require that all students be signed into all residence hall buildings, with the exception of the apartments, by 11:00pm.
 - a. Justification:
 - 1) The vast majority of students at WSC are mobile until 11-11:30 pm. Students living on campus often hold later hours than do those in the outside community. This is due to the character of campus life.
 - 2) Students often need to access the resident halls in order to study or just to get together with a group of friends to watch television, talk, etc..
 - 3) Students often visit a couple of different friends who are not always in the same room together. In light of this, students are tremendously inconvenienced when they cannot access a building to visit more than one room.
 - 4) Place Resident Assistants and ISOs in a more positive role so that they will no longer be obligated to inconvenience students who are entering residence halls for legitimate reasons.
 - 5) Resident Assistants and ISOs will be better able to attend to student's safety and security by watching the flow of traffic in and out of the building opposed to being consumed by routine sign-ins.
 - 6) By granting residents more responsibility, Residential Life will be better able to focus on students who abuse the system instead of inconveniencing students who are mature and can adhere to policy.
4. Sign-in policy and procedures will be displayed at the front desk

of every residence hall so to insure that all students are informed of their responsibilities.

5. Announcements will be made to inform residents of upcoming sign-in at 10:30 and 10:45 in order to insure that all visitors are aware of the time.

Summary:

Sign-in procedure are to be in effect from 11:00pm-6:00am.
Announcements are to be made at 10:30pm and 10:45pm.
Policy and Procedures are to be displayed at front desk.

Additional Comments:

In looking at the sign-in policy we had to focus on many important issues. As mentioned above, issues of security and convenience are the two major factors. Although we began looking at this policy with the hopes that we could offer a proposal which encompassed both quiet hours and sign-in, we came to the realization that these are two separate policies and we must treat them as such. It was only after speaking to residents in Dickinson, Davis, Courtney, Lammers and Scanlon and all the Hall Councils that we came to this proposal. We can be sure that we are representing student interests and we have taken Residential Life issues into consideration.

If there are any questions or concerns about this proposal please contact Steve Dailey at ext. 5429.

Circle K Budget Proposal To Senate
For New England District Convention
At Peabody Marriott
On March 11-13, 1994

COST

\$40.00 per person for registration

\$80.00 per person for two nights lodging

\$120.00 total cost per person for the convention

AMOUNT REQUESTED:

\$40.00 X 15 people for registration (senate can pay
=\$600.00 full registration per Bylaws)

\$80.00 * .5 * 15 people for hotel (senate can pay half
=\$600.00 per Bylaws)

TOTAL AMOUNT REQUESTED FROM SENATE: \$1200.00

STUDENT GOVERNMENT ASSOCIATION AGENDA
January 25, 1994

- I. ROLL CALL:
- II. APPROVAL OF MINUTES OF DECEMBER 14, 1993:
- III. PRESIDENT'S REPORT:
 - A. Cable Committee
 - B. Conference Selection Committee
 - C. Constitution Committee
- IV. VICE PRESIDENT'S REPORT-STUDENT LIFE:
 - A. Student Life Advisory Committee
 - B. Student Life Committee
 - C. Parking Control Board
 - D. Alcohol Review Board
 - E. Health Committee
 - F. Food Services
 - G. Neighborhood Association Committee
 - H. Student Affairs Committee
- V. VICE PRESIDENT'S REPORT-PROGRAMMING:
 - A. Substance Abuse Awareness Committee
- VI. TREASURER'S REPORT:
 - A. Finance Committee
- VII. SECRETARY'S REPORT:
 - A. Election Committee
 - B. Publicity Committee
 - C. Senate Banquet Committee
- VIII. BOARD OF TRUSTEES' REPORT:
 - A. All College Committee
 - B. Academic Policies Committee
 - C. Curriculum Committee
 - D. Long Range Planning Committee
- IX. BOARD OF GOVERNORS' REPORT:
- X. COMMITTEE REPORTS:
 - A. Bookstore Committee
 - B. Rules and Regulations
 - C. Exchange Committee
 - D. Athletic Council
- XI. ADVISORY COMMITTEE REPORTS:
 - A. Affirmative Action Advisory Committee
 - B. Bookstore Advisory Committee
 - C. Campus Sign Advisory Committee
 - D. Computer Advisory Committee
 - E. Food Services Advisory Committee
 - F. Human Relations Advisory Committee
 - G. Registration Advisory Committee
 - H. Substance Advisory Committee
 - I. Student Retention Advisory Committee
- XII. COMMUTER COUNCIL, THIRD WORLD, CLASSES AND HALLS:
 - A. Commuter Council
 - B. Third World
 - C. Senior Class
 - D. Junior Class
 - E. Sophomore Class
 - F. Freshman Class
 - G. Apartment Complex
 - H. Courtney Hall
 - I. Davis Hall
 - J. Dickinson Hall
 - K. Lammers Hall
 - L. Scanlon Hall

XIII. UNFINISHED BUSINESS:

A. W.S.K.B. Proposal

B. SGA approval of the Proposal prepared by the Board of Governors supporting a maximum \$20.00 per semester increase in the Student Union Trust Fund Fee for the creation of a Wellness Center.

XIV. NEW BUSINESS: (requires majority vote of legislative body to be opened)

XV. ANNOUNCEMENTS:

XVI. ROLL CALL:

XVII. ADJOURNMENT: Time _____