

## STUDENT GOVERNMENT MINUTES

February 15, 1994

- I. ROLL CALL: Pauline Kerbici was absent. Amy Corcoran, Christina Meriano, Kristen Legor, Alex Kennedy, Chris Hurley, Melissa Reilly, Corey Bracket, Emily Wilson, Shane Woodson, Erik Whynot, Kim Shea, Josh Dutra and Lori Potter were excused.
- II. APPROVAL OF MINUTES OF FEBRUARY 1, 1994: The Minutes were untabled and approved. APPROVAL OF MINUTES OF FEBRUARY 8, 1994: The Minutes were approved.
- III. PRESIDENT'S REPORT: *Ted Christ*
- A. I met with Brian Cahillane this week to discuss and restructure the Substance Advisory Council. The following changes in committee representation were made and approved by Dr. Applbaum: removal of one administrator (the Director of Public Safety), removed one student representative and changed the status of one student representative to be the Vice President of Student Life (or designee).
- B. I spoke to Dr. Applbaum, Dr. Stakenas, Dr. Lopes and Ms. Salzman regarding academic scheduling. Dr. Lopes mentioned that college cannot require anything of faculty between Christmas and New Years according to their contract although Dr. Stakenas said that's not the case. Dr. Applbaum said that five or six other colleges in the area have commencement the weekend before Memorial Day. Dr. Lopes, Dr. Stakenas and Dr. Applbaum all felt it would be unreasonable to force faculty to have grades in by December 24. Ms. Salzman said she cannot get grades out and be ready any quicker than she is presently doing although she has ideas which she will discuss with Dr. Martin. It is possible to get grades out and be ready if professors had grades in by December 26. I did not do any more than inquire since I did not feel as though I had a unified student opinion. Some of the issues to look at are:
1. Faculty Contract requires 155 days.
  2. Faculty Contract requires even hours for both Monday, Wednesday, Friday and Tuesday, Thursday schedules.
  3. Holidays are considered when setting the fall and spring semester.
  4. Administrative processing over break (grades, bills, transfer admissions, housing, etc.).
  5. Students who have jobs through Labor Day and cannot begin classes until after that time.
  6. Students taking classes during break at other schools.
  7. Senior Week.
  8. Processing of grades and determining graduation status before Commencement.
- C. I spoke to Dr. Applbaum regarding the astroturf. He said that there are no actual set fees for the turf and that all rental fees are negotiable. If anyone would like to pursue this further, I can contact Joanne Churchill from Conference Services regarding the turf rental. Dr. Applbaum also said that he was unaware of any situation in which fees for the turf were not charged correctly.
- D. I called Dr. Watson, who is a Faculty member on the Affirmative

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Action Advisory Committee, and she would like to see student opinion on this Committee. The Committee wants to help get information out to students about sexual harrasment, racism, etc. The Committee needs to know what is going on in the classroom and how to get this information out. There are two student positions available and the Affirmative Action Advisory Committee meets every other week and will meet on February 17 at 2:15 p.m. in the Personnel Conference Room.

- E. We have 140 Faculty Evaluations to put into the computer. Senators doing their office half hours can do this. Directions are by the computer in my office.

The President's Report was accepted.

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

A. Student Life Advisory Committee: Steve Dailey

- 1. SLAC was cancelled on February 9 due to the weather. SLAC meets on Wednesday evenings at 6:00 p.m. in the SGA Room.

B. Student Life Committee: No Report

C. Parking Control Board: No Report

D. Alcohol Review Board: No Report

E. Health Committee: Mary Kate Keough

- 1. The Health Committee is working on a Health Survey and we hope to have it completed by our next meeting.
- 2. The Red Cross has sent us information on AIDS testing which is available to students. This service has a fee of \$40.00.
- 3. We will be sending out letters to all the R.D.'s concerning programs within the Residence Halls. We hope to be able to work with the R.A.'s to set up programs.
- 4. The Health Committee is considering selling Daffodils for the American Cancer Society in April or May.

F. Food Services: No Report

G. Neighborhood Association Committee: No Report

H. Student Affairs Committee: No Report

I. I will be speaking to Kerry Smith from MASSPIRG on February 16 to discuss starting an on campus recycling program.

J. Ted Christ, Cynthia Pucillo and I will be meeting with Dan Forster to work on a new Sign In Policy Proposal.

K. I finally got in touch with Continental Cablevision and Cable Guides now cost \$2.00 per month. We will not be able to get these Cable Guides for free.

L. I will be speaking to Curt Robie regarding the contract with Continental.

M. Thank you for your comments, ideas and opinions during the February 8 SGA Meeting regarding Dickinson Hall. There was no Westfield Police Officer present in the Hall during the past weekend, however, Student Security did do rounds in the Hall:

*The following dialogue is an adaptation and statement may be paraphrased.*

- 1. Jim Godfrey - When are they going to make a decision about

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Dickinson Hall?

Steve Dailey - Ted and I met with Jeanette Rousseau and Jon Conlogue on February 14. An evaluation will take place the weekend after the long weekend.

2. Bryan Walsh - Is it true that next year Dickinson Hall will be an upperclassmen coed dorm?

Steve Dailey - I know that it is changing.

Kathi Bradford - That is exactly what is happening.

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. This Week:

Tuesday

. . . Meet with Dr. Applbaum 3:30 p.m. Ely 232

Club 21 8:00 p.m. Owl's Nest

Comedy Night with Emmy Gay

8:00 p.m. Ely Main Lounge FREE!!!

(This event was rescheduled from February 9 due to the weather)

Wednesday

Taste of the Caribbean featuring John Reno

8:00 p.m. Owl's Nest

(This is one of our Black History Month programs. If you haven't been to one yet, here's your chance. You don't know what you're missing!!!)

Thursday

Pizza Night 5:00 p.m. Owl's Nest

\$2.00 For All You Can Eat

Friday

NO T.G.I.F. THIS WEEK DUE TO THE LONG WEEKEND

C. Spring Weekend Update:

1. I find it necessary to make it clear that the bands I listed last week were not "confirmed." They were bands that CAB is looking into. I apologize if I misconstrued this information. I will continue to make Spring Weekend Updates as we get closer to the *big weekend*:

a. Ted Christ - Do you know when you will be confirming the bands for Spring Weekend?

Yvette Edwards - It depends on when the agencies get back to us.

D. The Campus Activities Board meets on Wednesday afternoons at 4:00 p.m. in the Third World Room.

The Vice President's Report-Programming was accepted.

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

A. Finance Committee: Jen Salmon

1. There were no proposals brought before the Finance Committee last week.

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2. Finance Committee meets on Monday evenings at 6:00 p.m. in the SGA Room.
- B. You have all received a copy of the Budget for Fiscal Year '95. Please review the document and come prepared next week with any questions you might have:
  1. *Ted Christ* - Are you prepared to explain major changes made in this budget?  
*Jen Salmon* - The only major changes involve increases in two line items: National Student Exchange and Commuter Council.

The Treasurer's Report was accepted.

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

- A. Election Committee: No Report
- B. Publicity Committee: *Kelly O'Neill*
  1. The Publicity Committee will meet on February 16 at 6:00 p.m. in the SGA Room. We will be starting a "Social Responsibility" campaign.
- C. Senate Banquet Committee: *Kelly O'Neill*
  1. The Senate Banquet Committee will be meeting on February 16 at 7:30 p.m. in the SGA Room.
- D. Congratulations to the following students who were selected to attend the Annual Student Symposium sponsored by the Study of the Presidency in Washington, D.C. on March 18 - 20: *Todd Audyatis, Ted Christ, Steve Dailey, Kim Harper, Dave Kroon and Cynthia Pucillo.*
- E. The following students will be representatives on the 1993/94 Blue Key Awards Committee:
  - Class of 1994  
*Maegen Moore*  
*Tricia Rocco*
  - Class of 1995  
*Christine Brassil*  
*Erin Griffith*
  - Class of 1996  
*Kerri McQueston*  
*Kristin McQueston*
  - Class of 1997  
*Rob Laprel*  
*Jen Jeffrey*
- F. *Maria Garcia* has been removed from SGA due to absences.

The Secretary's Report was accepted.

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

- A. All College Committee: *Steve Pratt*
  1. No clear conclusions were made for the future of the Academic Calendar. Research is still being done on this issue by ACC and the Academic Policies Committee.
  2. The possibility of making Cartography a minor in the Geography

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and Regional Planning Department was also discussed. This item was postponed until further information is available.

3. The All College Committee will meet on March 1 at 3:45 p.m. in the Parenzo Board Room.

**B. Academic Policies Committee: Bryan Walsh**

1. We still need one more student representative for this committee.
2. Tricia Rocco - Have they decided whether or not we can list two majors on our diplomas?  
Bryan Walsh - I don't think so.  
Ted Christ - It was passed by ACC.  
Dave Kroon - Sue Salzman was concerned that a fee increase would be necessary for printing costs.
3. The Academic Policies Committee will meet on February 17 at 3:30 p.m. in Wilson 114.

**C. Curriculum Committee: Dave Kroon**

1. The Committee discussed the issue of ensuring that the Core have a consistent number of hours for each major.
  - a. Ted Christ - When does it look like you'll have closure?  
Dave Kroon - The Committee has broken down into political squabble.
2. The Committee looked at the foreign language requirement and decided not to keep it as a "stand alone" core requirement.
3. The Committee voted down a computer literacy requirement?
  - a. Jim Godfrey - Why was the computer literacy requirement shot down?  
Dave Kroon - Partly because of the concern with the size of the Core. Also because of the lack of definition of computer literacy.
4. The Curriculum Committee will meet on February 17 in Parenzo 202.

**D. Long Range Planning Committee: No Report**

- E. Dan Szenda moved to suspend parliamentary procedure. The Motion was accepted.**

*The following dialogue is an adaptation and statements may be paraphrased.*

1. Dan Szenda - I plan to have a fact sheet on the Captial Plan available for you at the next SGA Meeting. In the meantime, Dr. Applbaum, could you explain why WSC did not get the fairest of shares of funding?  
Dr. Applbaum - This question is based on the assumption that we did not get the fairest of shares. I do not believe this is true, therefore, I can't really answer your question but I will say with 14.7 million, we are the third best funded of the state colleges.
2. Dan Szenda - But half of that is assumed by the college.  
Dr. Applbaum - All colleges will assume fifty percent of everything. All state colleges will match it fifty/fifty.
3. Dan Szenda - At the meeting on February 11 it was made clear

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that the Presidents of each State College had complete discretion over exactly where the money will go on the campuses.

*Dr. Applbaum* - That is correct.

4. *Dan Szenda* - I understand that the Council of Presidents reluctantly supported this issue because of the funding issue. In the past, you've said that you would come to us if there are any fund increases. Westfield State has the highest deferred maintenance package. There's close to two million in deferred maintenance for Juniper Park. Therefore, students will be paying fees for the Juniper Park School.

*Dr. Applbaum* - You are absolutely right. Juniper Park is owned by WSC. It is our building.

5. *Dan Szenda* - This is something that we will all have to deal with. The first payment in this fee process will be in 1995. Is that correct?

*Dr. Applbaum* - We will have to make a commitment. When we do, it will be for 30 years. Residential Halls are paid for through bonds. What you pay for your room is essentially a user fee. There's a possibility that in the future, the building authority will oversee this. There is a meeting on March 5 for the budget at the Board of Trustees' Meeting. We know right now that the list was approved and submitted in March of 1993. A lot has changed since then in most colleges. Things such as the experimental theatre in Dever being renovated was not on the list. I don't expect to hear anything final until April. We recognize that for the last decade the State has not taken care of their buildings. Regulations have changed over the last decade that need to be implemented.

6. *Dan Szenda* - The issue here is students paying fees for the next thirty years for deferred maintenance.

*Dave Kroon* - What happens when we need more maintenance? What kind of precedent are we setting?

*Dave Gallagher* - Aren't there federal funds set aside for maintenance so that the buildings meet ADA regulations?

*Dr. Applbaum* - No. The Federal Government is not giving you the money. While on the line it says ten million plus items, most are items that will be over ten years. Things that are less than that receive less consideration.

7. *Ted Christ* - All the Presidents of the State Colleges unanimously approved this. Did the issue come up of having students pay for maintenance that they never see? They'll probably have additional fees as additional maintenance is needed. The students will constantly be responsible for the maintenance of these colleges while Governor Weld gives fifty million towards snow removal. Is that the precedent we are setting?

*Dr. Applbaum* - Yes and no. One of the projects on plan is the renovation of this building (Ely) to provide more space for students in the Library. There's also a sprinkler system



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for this building for 1.25 million. A lot of stuff is not an option. Three elevators on campus for handicapped access. In Parenzo we have to renovate offices because they no longer meet code. If the Governor can find fifty million for snow removal, why can't he find the money for higher education? They are giving 200 million, they are just not giving the other 200 million.

8. *Andy Johnson* - Three Universities are getting 300 million each while nine State Colleges are receiving 200 million. You need to get political. You need to conduct rallies and make some noise. The reason students are being hit is because students aren't political. Students need to coordinate their efforts and get political. Students voted to tax themselves last year to build an athletic complex. Students will be paying for that for the next eight years. The only reason you are all upset is because you're being taxed for facilities that you can't see. Installing an elevator is a facility. If students are upset by this, they need to get themselves to Boston and voice their opinions. Get Political!!!

*Dr. Applbaum* - This is a separate funding issue totally. It's something that does not have to be approved by the Legislature. The question now becomes, do we go ahead with the projects and worry about where the money will come from or do we not do the projects and worry about the consequences?

9. *Andy Johnson* - Understand that no matter what, the work will be done.

*Dave Gallagher* - Not only get yourselves involved but get your parents involved as well.

10. *Amy Corcoran* - We don't want more fees but these are things that need to be done. They are necessary. I don't want to see this school close down.

*Dan Szenda* - Realism is all well and good but we need to take political action. This is a fiscal nightmare. After this meeting, you need to get the ball rolling.

11. *Ted Christ* - SAC has not come up with a firm position yet. There will be action once SAC forms a position.

*Dan Szenda* - The SGA of WSC can form its own position.

12. *Tricia Rocco* - Could we possibly wait until we receive more information. This is a very confusing issue. I think we should suspend forming a position on this until we receive more information.

*Dan Szenda* - I just wanted to make you all aware of the situation.

13. *Amy Corcoran* - Obviously things are moving quickly. Can we set a timeline on this?

*Dan Szenda* - I do have a timeline.

Dan Szenda moved to reinstate parliamentary procedure. The Motion was accepted.

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The Board of Trustees' Report was accepted.

**IX. BOARD OF GOVERNORS' REPORT: Kay Rodrigue**

- A. An assessment of the Campus Center will be taking place in March. The date and time have not been set as of yet. A standardized test will be given to students, faculty and staff to review the Campus Center. I would like it if Senators would participate in this on behalf of the students they represent:
1. Amy Corcoran - What exactly is being assessed in the Campus Center?  
Kay Rodrigue - It's just a thorough assessment of the Campus Center.
  2. Steve Dailey - When will you be getting back to people about a date and time of this assessment?  
Kay Rodrigue - Adrene Adams and I will get together and get back to you next week.
- B. The Board of Governors will meet on February 28 at 5:00 p.m. in Ely 232.

The Board of Governors' Report was accepted.

**X. COMMITTEE REPORTS:**

- A. Bookstore Committee: No Report
- B. Rules and Regulations Committee: Dave Gallagher
1. Rules and Regulations received a Constitution from the Ice Hockey Club of Westfield State College for our consideration. That Constitution was tabled pending the Committee receiving information as to the cost of insuring such a club:
    - a. Jen Salmon - A Hockey Team existed before. How long ago was this and what happened to it?  
Dave Gallagher - I believe it was an actual sports team funded by the Athletic Department budget. Due to the budget cutbacks, it was out.
  2. We divided Rules and Regulations into two subcommittees to review existing Election Bylaws. The Election Bylaw Committee will be chaired by me and the Referendum Bylaw Committee will be chaired by Ted. We hope to have these Bylaws revised and approved by the Spring Elections.
  3. Rules and Regulations is requesting Constitutions from each Residence Hall by the end of the semester:
    1. Kevin Cross - Are you saying that there are no Hall Constitutions on file now?  
Kathi Bradford - We do have one. It's just a matter of whether all the Residence Halls want to have the same one.
  4. The Rules and Regulations Committee will meet on February 28 at 11:30 a.m. in the SGA Room.
- C. Exchange Committee: No Report
- D. Athletic Council: No Report



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The Rules and Regulations Committee Report was accepted.

XI. ADVISORY COMMITTEE REPORTS: None

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

A. Commuter Council: No Report

B. Third World: No Report

C. Senior Class: *Johanna MacAllister*

1. Our Senior Week schedule is still being revised. We are trying to get a definite schedule in place now:
  - a. *Steve Dailey* - I heard a rumor that Seniors will have to move out of the Apartments before Senior Week and move into Courtney Hall for that week. Is there any truth to this?  
*Johanna MacAllister* - We found out two weeks ago that since they have to clean the Apartments before we move back in for Senior Week anyway, we will be able to stay in the Apartments or the Residence Hall you lived in.
2. We will be going to Foxwoods soon. We had an appointment and tour scheduled on February 9 but it was cancelled due to the bad weather.
3. February 26 is the tentative date scheduled for our "94 Days Till Graduation." We are still waiting for confirmation from ARB. We discussed possible bands (maybe the Cat-toons from Boston):
  - a. *Jen Salmon* - Is there a reason why George Sicaras wants to close the Dining Commons at 1:00 a.m. instead of 2:00 a.m. I think that many Seniors will try to make last call downtown. We should keep it open until 2:00 a.m. to prevent students from leaving after they've been drinking and prevent taking the chance that they will drive.  
*Johanna MacAllister* - That's what I said to him.
4. Just a reminder that if you are going on the Senior Spring Break Trip to Florida, deposits must be in soon. If you are interested, please contact Tricia Rocco.
5. We still need a design for our Spring Weekend '94 T-Shirt. If anyone has any ideas, please contact a Senior Class Officer.
6. Wisdom and Merit Award applications will be available soon:
  - a. *Ted Christ* - What is the Wisdom and Merit Award?  
*Johanna MacAllister* - It's given out every year. If you have a 3.0 GPA, you get a certain amount of points for everything you do. It's up to us how many are given out.

D. Junior Class: *John Dolan*

1. John Dolan moved that SGA accept Sean Kelly as a Representative to Senate from the Class of 1995. The Motion was accepted.
2. The Class of 1995 will meet on February 28 at 6:30 p.m. in

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the Courtney Hall R.D.'s Office.

E. Sophomore Class: Jen Corsac

1. We were sold out on our Carnation Sale for Valentine's Day.

F. Freshman Class: No Report

G. Apartment Complex: Jim Godfrey

1. We will be meeting with MASSPIRG on February 16 regarding recycling at the Apartments.
2. Plans are underway for a trip to The Asylum in Springfield. This trip will be free of charge for Apartment residents although there will be a cover at the door to pay expenses.
3. The Apartment Complex Council will meet on February 22 at 6:30 p.m. in Apartment 3B2.

H. Courtney Hall: No Report

I. Davis Hall: Rob Laprel

1. On February 14 Davis Hall held a Valentine's Dance. It went over pretty well.
2. There have been no ideas submitted yet for our Boxer Shorts Contest.
3. Davis Hall Council will meet on February 16 at 6:00 p.m. in the Commons Room.

J. Dickinson Hall: Cynthia Pucillo

1. Our Valentine Balloon Sale went very well. We sold about fifty packages.
2. We are thinking about planning a cook out or using some of our money from dues to pay part of the cost for the Hall T-Shirts.
3. We started stamps and change on Mondays with the leftover stamps from last semester.
4. The Hall Newsletter should be ready by the next meeting.
5. Dickinson Hall Council will meet on February 16 at 10:00 p.m. in the Dickinson Hall Council Office.

K. Lammers Hall: No Report

L. Scanlon Hall: No Report

The Class and Hall Reports were accepted.

XIII. UNFINISHED BUSINESS: None

XIV. NEW BUSINESS:

A. Kevin Cross moved to open New Business. The Motion was accepted.

1. Kevin Cross - Being on Senate for the past four years, which spans all my time here (obviously), I feel I have seen it all. I've been through useless meetings, productive meetings, near brawls in meetings, short meetings and marathon meetings. I could stand here and list names or times that fellow Senators have asked or pleaded for people to keep repetitiveness down, unnecessary comments. I could sit here and name the seven or eight Senators who speak every single meeting. Usually those seven or eight repeat each other. I am not, by any means, saying that to imply that those Senators are better

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or worse than those Senators who choose to remain quiet during the majority of meetings. We all have participated this year in meetings that are full of tension, anger and frustration. Some say it is because of people not being committed enough or not paying attention to Robert's Rules. Well, of course, I have a theory why. It is simply because the worst or tension filled meetings are the ones that go on forever. To reiterate, Senators continue to repeat themselves over and over again. I've said it many times, Senate is as important to me as it is to everyone else but school is first to me. Last semester and my years before I have left meetings to contain my sanity but mostly because of school work. I've discussed this with many of you and recently with some members of the Executive Council to find a solution to this problem. It is my wish and hope that all Committee reports and debates are limited to ten minutes. I know some of you are thinking I'm wrong - right; or being a jerk but come on guys! At least think about it. Remembers two week ago when Todd Dorman basically shut me up by saying the ticketing policy is a Committee decision and Senate can debate until we are blue in the face but the Committees' decision stands. That's great. He was right. Having a ten minute limit on debates/reports will more often than not have no effect on the Senator's report. But it will cut down on, I'm sorry if I'm insulting anyone, the same Senators repeating themselves or a debate going on for an unnecessary amount of time. I hate it when anyone on Senate, whether Executive or Legislative, tell one another what or how we should act in Senate. I'm not saying or telling you how to act. I just want to try to put a limit on how long our meetings go. I have had Senators, Advisors and Executive members say, "Kevin you're right." Others say, "Kevin you're wrong." That's great! That's democracy. Please keep the debate quick on this one and vote the way you will. . . One more thing, obviously for something like the Dickinson Hall situation we could go on for more than ten minutes. Take a vote to go on for ten more. Hopefully, if this does pass, the extend policy won't be abused. As Dr. Conlogue said last week, if we have a long meeting, go see the person we are debating with, that is their job. I know some of you will say, "Kevin just say Call the Question," but that doesn't always work. Senators feel intimidated to not let their friends and fellow Senators speak. A ten minute limit will do it automatically, make comments more concise, cut the tension and let us be what we are - 1) Students; and 2) Senators. Thanks for your time.

Kevin Cross moved that all reports and discussion be limited to ten minutes:

*The following dialogue is an adaptation and statements my be paraphrased:*

2. Dan Szenda - I commend you for your purpose but we all have

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the power to limit debates at any time, therefore, I would like to clearly say that I oppose this Motion.

3. *Karen Guistina* - This is our job down here and we have made a commitment to represent the student body. I agree with Dan. We have the power to Call the Question.
4. *Jim Godfrey* - I agree with Kevin on this issue. What's the point of having parliamentary procedure if you can suspend it?
5. *Ted Christ* - It's essential to this organization that everyone be given the chance to speak. We can't hinder our representatives by setting a limit on how long one can speak. This is a frivolous issue. We have to be able to do our jobs down here and this will only hinder our progress.

Kim Harper moved to amend the motion that a ten minute time limit be placed on all reports and discussion for one week on a trial basis. The Motion To Amend was accepted. Kevin Cross moved to Call the Question. The Motion to Call the Question was accepted. The Main Motion stood on the floor that all reports and discussion be limited to ten minutes with this being put into effect for one week on a trial basis. The Motion was not accepted with one abstention (Johanna MacAllister).

- B. Ted Christ moved that SGA accept the resignation of Karen McManus as an All College Representative to Senate. The Motion was accepted with one abstention (Johanna MacAllister).
- C. Ted Christ moved to Close New Business. The Motion was accepted.

**XV. ANNOUNCEMENTS:**

- A. *Jen Corsac* - There is a thief on the loose. Keep your doors locked. I just had my VCR and camera stolen.
- B. *Tricia Rocco* - I need to see everyone who signed up for the "see-saw-athon" after Senate.

**XVI. ROLL CALL:** Melissa Reilly, Chris Hurley, Christina Meriano, Kristen Legor, Alex Kennedy, Corey Bracket, Emily Wilson, Shane Woodson, Erik Whynot, Kim Shea, Josh Dutra and Lori Potter were excused.

**XVII. ADJOURNMENT:** The Meeting was adjourned at 7:20 p.m.

Respectfully Submitted,

Kelly M. O'Neill  
Secretary

Angela R. Nydam  
Assistant Secretary

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	

KMO/ARN/bh

**STUDENT GOVERNMENT ASSOCIATION  
TRUST FUND BUDGET FOR FISCAL YEAR 1995**

**PREPARED:  
FEBRUARY 15, 1994**

STUDENT GOVERNMENT ASSOCIATION  
TRUST FUND BUDGET

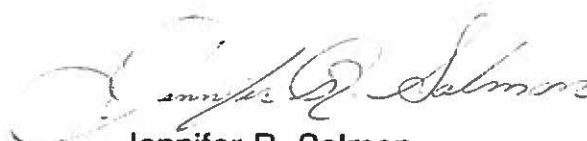
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Student Senator,

The Treasury Office of the Westfield State College Student Government Association is responsible for the income statements and related information included in this annual budget. This income statement was prepared in accordance with guidelines set forth by the Business Office of Westfield State College and includes the informed judgements and estimates of the Treasury Office based upon revenues and expenditures from past fiscal years.

The Treasury Office adheres to established policies and procedures as set forth by the Rules and Regulations Committee of the Student Government Association as superseded by the policies set forth by the Board of Trustees of Westfield State College. This document was prepared with the highest concern for maintaining the highest ethical standards.

The Treasury Office has consented with the Finance Committee and the Executive Council of the Student Government Association as well as the Treasurer and Director of Budgets for Westfield State College, Paul Mei and Vice President of Student Affairs, Peter Mazza. This is to ensure that this statement is free of bias and represents the best interest of the Westfield State Student Government Association and the student body of the college as a whole.



Jennifer R. Salmon  
Treasurer



STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

**FOR FISCAL YEAR 1995  
SUMMARY**

OPERATIONS-ACCOUNT #1	\$31,618.00
PROGRAMMING-ACCOUNT #2	\$77,780.00
CLUB-ACCOUNT #3	\$71,150.00
CONTINGENCY-ACCOUNT #4	\$0.00
RESERVE-ACCOUNT #5	\$0.00
PVTA PAYMENT	\$22,800.00
<b><u>TOTAL OF ALL ACCOUNTS</u></b>	<b><u>\$203,348.00</u></b>

# STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

## FOR FISCAL YEAR 1995 OPERATIONS-ACCOUNT #1

	AMOUNT	POOL	SUBCODE
<u>EMPLOYEE EXPENSE</u>			
CONFERENCE/TRAINING REGISTRATION	4,000.00	BB	2130
TOTAL, EMPLOYEE EXPENSES	\$4,000.00		
<u>STUDENT TRAVEL</u>			
TRAVEL REIMBURSEMENT	500.00	CC	2998
MINIBUS	<u>900.00</u>	CC	2998
TOTAL, STUDENT TRAVEL	\$1,400.00		
<u>ADMINISTRATIVE EXPENSES</u>			
OFFICE SUPPLIES	1,500.00	EE	3510
COPY CENTER CHARGEBACK	1,200.00	EE	3532
POSTAGE CHARGEBACK	1,000.00	EE	3590
TELEPHONE CHARGEBACK	1,000.00	EE	3650
MEMBERSHIPS,SUBSCRIPTIONS	100.00	EE	3730
AWARDS-NONEMPLOYEE	<u>2,120.00</u>	EE	3772
TOTAL,ADMINISTRATIVE EXPENSES	\$6,920.00		
<u>OPERATIONAL EXPENSES</u>			
FLOWERS,GIFTS	<u>100.00</u>	FF	4042
TOTAL,OPERATIONAL EXPENSES	\$100.00		
<u>CONSULTANT SERVICES</u>			
ATTORNEY FEES	<u>3,000.00</u>	HH	5130
TOTAL, CONSULTANT SERVICES	\$3,000.00		
<u>OPERATIONAL SERVICES</u>			
03 PROFESSIONAL (SECRTRY)	9,698.00	JJ	5827
FOOD SERVICE (AWARDS)	1,500.00	JJ	5895
FOOD,BEVERAGE	<u>2,000.00</u>	JJ	5895
TOTAL, OPERATIONAL EXPENSES	\$13,198.00		
<u>EQUIPMENT MAINTENANCE</u>			
PHOTOCOPIER	<u>1,000.00</u>	LL	6925
TOTAL,EQUIPMENT MAINTENANCE	\$1,000.00		
<u>BENEFIT PROGRAMS</u>			
EDUCATIONAL ASSISTANCE	<u>2,000.00</u>	RR	8390
TOTAL,BENEFIT PROGRAMS	\$2,000.00		
<b><u>TOTAL EXPENSES,OPERATIONS</u></b>	<b><u>\$31,618.00</u></b>		

STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

AWARDS NIGHT AT SCANLON HALL

BEGINNING BALANCE, AWARDS NIGHT		\$3,620.00		
TOTAL,FOOD SERVICE	1,500.00		JJ	5895
AWARDS				
BLUE KEY	1,440.00		EE	3772
EXECUTIVE AWARDS	230.00		EE	3772
APPRECIATION AWARDS	200.00		EE	3772
BARBARA	50.00		EE	3772
ADVISORS	150.00		EE	3772
PARLIAMENTARIAN	<u>50.00</u>		EE	3772
TOTAL COST,AWARDS	\$2,120.00			
<b><u>ENDING BALANCE,AWARDS NIGHT</u></b>				<b><u>\$0.00</u></b>

STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

SECRETARY

1. DATA

HOURLY PAY RATE	\$8.98
MAXIMUM WEEKLY HOURS	30
NUMBER PROJECTED WORK WEEKS	36

2. CALCULATIONS

MAXIMUM WEEKLY PAY	\$269.40
X NUMBER PROJECTED WORK WEEKS	<u>36</u>
= BUDGET NECESSARY	\$9,698.40

3. TOTAL EXPENSE, 03 PROFESSIONAL

\$9,698.40

STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

FOR FISCAL YEAR 1995  
PROGRAMMING-ACCOUNT #2

	AMOUNT	POOL	SUBCODE	REF.
<u>EMPLOYEE COMPENSATION</u>				
OVERTIME PAY	1,500.00	AA	1290	(SPRING WK)
OVERTIME PAY	<u>1,500.00</u>	AA	1290	(GENERAL)
TOTAL, EMPLOYEE COMPENSATION	\$3,000.00			
<u>EMPLOYEE EXPENSES</u>				
TRANSPORTATION	2,150.00	BB	2045	(BANQUET)
MEMBERSHIP	200.00	BB	2170	(NACA)
CLOTHING	350.00	BB	2220	(BANQUET)
FOOD,MEALS,HOTEL	<u>1,800.00</u>	BB	2010	(NACA)
TOTAL,EMPLOYEE EXPENSES	\$4,500.00			
<u>STUDENT TRAVEL</u>				
MINIBUS	<u>400.00</u>	CC	2998	(GENERAL)
TOTAL,STUDENT TRAVEL	\$400.00			
<u>ADMINISTRATIVE EXPENSES</u>				
OFFICE,ADMINISTRATIVE SUPPLIES	200.00	EE	3510	(SPRING WK.)
PRINTING EXPENSES,SUPPLIES	1,000.00	EE	3530	(GENERAL)
COMMUNITY RELATIONS	500.00	EE	3732	(GENERAL)
ADVERTISING	400.00	EE	3750	(GENERAL)
BANQUET	400.00	EE	3733	(BANQUET)
TICKET PRINTING	130.00	EE	3771	(SPRING WK.)
TICKET PRINTING	300.00	EE	3771	(BANQUET)
COPYRIGHT	1,000.00	EE	3855	(GENERAL)
TEAM INSURANCE	<u>1,200.00</u>	EE	3835	(ROPES)
TOTAL,ADMINISTRATIVE EXPENSES	5,130.00			
<u>OPERATIONAL EXPENSES</u>				
FOOD SERVICE	3,000.00	FF	4010	(GENERAL)
FOOD SERVICE	400.00	FF	4010	(SPRING WK.)
TEACHING SUPPLIES,MATERIALS	3,000.00	FF	4250	(GENERAL)
MAINTENANCE,REPAIR SUPPLIES	<u>800.00</u>	FF	4355	(ROPES)
TOTAL,ADMINISTRATIVE EXPENSES	\$7,200.00			
<u>CONSULTANT SERVICES</u>				
PERFORMERS	450.00	HH	5445	(BANQUET)
PERFORMERS	25,000.00	HH	5445	(GENERAL)
PERFORMERS	<u>12,500.00</u>	HH	5445	(SPRING WK.)
TOTAL,CONSULTANT SERVICES	\$37,950.00			
<u>OPERATIONAL SERVICES</u>				

SECURITY SERVICES	6,000.00	JJ	5783 (SPRING WK.)
SHERIFFS,CONSTABLES	2,100.00	JJ	5790 (GENERAL)
SHERIFFS,CONSTABLES	2,100.00	JJ	5790 (BANQUET)
SECURITY SERVICES	<u>1,000.00</u>	JJ	5783 (BANQUET)
TOTAL,OPERATIONAL SERVICES	\$11,200.00		
<u>EQUIPMENT RENTAL LEASE</u>			
STAGING,TENTING	<u>3,400.00</u>	LL	6720 (SPRING WK.)
TOTAL,EQUIPMENT LEASE	\$3,400.00		
<u>SPECIAL PAYMENTS</u>			
SENIOR SUBSIDY	<u>5,000.00</u>	SS	8799
TOTAL,SPECIAL PAYMENTS	\$5,000.00		
<u>TOTAL EXPENSES,PROGRAMMING</u>			<u>\$77,780.00</u>



STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

GENERAL PROGRAMMING

	AMOUNT	POOL	SUBCODE
BEGINNING BALANCE,GENERAL PROGRAMMING		\$37,900.00	
<u>EMPLOYEE COMPENSATION</u>			
OVERTIME PAY	<u>1,500.00</u>	AA	1290
TOTAL EMPLOYEE COMPENSATION	\$1,500.00		
<u>STUDENT TRAVEL</u>			
MINIBUS	<u>400.00</u>	CC	2998
TOTAL,STUDENT TRAVEL	\$400.00		
<u>ADMINISTRATIVE EXPENSES</u>			
PRINTING EXPENSES,SUPPLIES	1,000.00	EE	3530
ADVERTISING	400.00	EE	3750
COMMUNITY RELATIONS	500.00	EE	3732
COPYRIGHT	<u>1,000.00</u>	EE	3855
TOTAL,ADMINISTRATIVE SUPPLIES	\$2,900.00		
<u>OPERATIONAL EXPENSES</u>			
FOOD SERVICE	3,000.00	FF	4010
TEACHING SUPPLIES,MATERIALS	<u>3,000.00</u>	FF	4250
TOTAL,OPERATIONAL EXPENSES	\$6,000.00		
<u>CONSULTANT SERVICES</u>			
PERFORMERS	<u>25,000.00</u>	HH	5445
TOTAL,CONSULTANT SERVICES	\$25,000.00		
<u>OPERATIONAL SERVICES</u>			
SHERIFFS,CONSTABLES	<u>2,100.00</u>	JJ	5790
TOTAL,OPERATIONAL SERVICES	\$2,100.00		
<u>ENDING BALANCE,GENERAL PROGRAMMING</u>		<u>\$0.00</u>	

STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

SPRING WEEKEND

BEGINNING BALANCE,SPRING WEEKEND		\$24,300.00		
OVERTIME PAY	1,500.00		AA	1290
SUPPLIES	200.00		EE	3510
TICKET PRINTING	300.00		EE	3510
PERFORMERS	12,500.00		HH	5445
SECURITY	6,000.00		JJ	5783
FOOD SERVICE	400.00		FF	4010
RENTAL,STAGING,TENTING	3,400.00		LL	6720

ENDING BALANCE,SPRING WEEKEND \$0.00

STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

**RECEPTION DANCE AT CHEZ JOSEF**

BEGINNING BALANCE,RECEPTION DANCE		\$6,580.00		
REVENUE,PROJECTED TICKET SALES*		\$24,600.00		
FOOD EXPENSE	<u>24,600.00</u>		EE	3733
TOTAL COST,FOOD EXPENSE	\$24,600.00			
TRANSPORTATION	<u>2,150.00</u>		BB	2045
TOTAL COST,TRANSPORTATION	\$2,150.00			
OTHER				
DISK JOCKEY	450.00		HH	5445
BALLOONS	400.00		EE	3733
TICKET PRINTING	130.00		EE	3771
CLOTHING	<u>350.00</u>		BB	2220
TOTAL COST,OTHER	\$ 1,330.00			
SECURITY				
POLICE,SHERIFFS	2,100.00		JJ	5790
STUDENT SECURITY	<u>1,000.00</u>		JJ	5783
TOTAL COST,SECURITY	\$3,100.00			
<b><u>ENDING BALANCE,RECEPTION DANCE</u></b>				<b><u>\$0.00</u></b>

\*ASSUMED THAT TICKETS WILL BE PRICED TO OFFSET FOOD EXPENSE.  
 Expenses other than those shown need to be offset by an increase in the cost of admission. Neither revenues nor food expense are included in the total expense for programming.

NET COST, RECEPTION	\$31,180.00
REVENUES, RECEPTION	<u>\$24,600.00</u>
GROSS COST, RECEPTION	\$6,580.00

STUDENT GOVERNMENT ASSOCIATION TRUST FUND BUDGET

FOR FISCAL YEAR 1995  
CLUB-ACCOUNT-#3

	AMOUNT	POOL	SUBCODE
<u>PENSION AND INSURANCE</u>			
NACDA INSURANCE	<u>2,500.00</u>	DD	3330
TOTAL PENSION,INSURANCE	\$2,500.00		
<u>STUDENT ACTIVITY CLUBS</u>			
COMMUTER COUNCIL	400.00	PP	8021
MUSICAL THEATER GUILD	8,000.00	PP	8045
NATIONAL STUDENT EXCHANGE	4,000.00	PP	8049
OWL	17,000.00	PP	8054
TEKOA	15,500.00	PP	8066
WSKB	3,500.00	PP	8069
ALL OTHER CLUBS	<u>20,250.00</u>	PP	ANY
TOTAL,STUDENT ACTIVITY CLUBS	\$68,650.00		
<u>TOTAL EXPENSES. CLUB ACCOUNT</u>			<u>\$71,150.00</u>