**Student Government Association Minutes**

March 20, 2012

1. ROLL CALL: Ross Beck, Jocelyn Herrera Lazo, Katie Morrisey, Priscilla Aguilar, Stephen Evans, Julia Ryan, Matthew Richardson, Stan Costa and Jon Mecurio were absent. Aerin Andre sent an alternate. Emily Baker was excused.
2. APPROVAL OF MINUTES FROM March 06, 2012: Minutes were approved.

1. PRESIDENT’S REPORT: *Lou Cimaglia*
2. I hope everyone had a restful Spring Break. Glad to see you all back.
3. We have two speakers tonight. First, we are honored to have Senator Mike Knapik here to talk to us.
	* + 1. **Senator Mike Knapik**: Thank you all so much for having me tonight. I am honored to be here to speak to all of you. I am going to ask you all to think of some really good questions, for the end, that you want me to answer. I am the State Senator for the City of Westfield, as well as other communities around you such as Agawam, Chicopee, Holyoke, and many more. There are forty State Senators in Massachusetts representing all of you. I want to commend you all for participating in your school’s Government; it is very important, and also extremely helpful, if you ever wish to run for office someday. I have been in elected office since 1991. I served as a State Representative in the House from 1991 to 1995. I am in my 7th term as a State Senator being elected in 1995. You can all imagine that in the twenty years I have been in the legislature, the University has changed tremendously in terms of the size, the people, the offerings, and so much more. There are twenty nine institutions of Higher Education in Massachusetts, nine being State Universities, and I have to say this institution is probably the finest of all of these. A lot of that is driven by the staff you have serving you here. I am grateful to have this institution in my district. With that being said, we struggle with ways to make sure you all get what you need when we do the budget, it is a tough process, but we do our absolute best. You all live in what is one of the best states in the country. We have the best schools, medical care, and much more in this state to offer you. We hope you all are proud to call Massachusetts your home. The Legislature goes through a budget process every year. Representative Humason might have mentioned this, a couple of weeks ago. This is always a struggle, especially in the time we live in. We are determined to serve all of you, and the other areas, who need us, as best we can. There are pockets of the State that need our attention, and cities that are underperforming in several areas, which we need to focus on. I know some of you went to the lobby day in Boston a few weeks ago, which I think is very important, and I commend all of you on that. I have lived, in the Westfield community, my entire life, along with the rest of my family. I think it is exciting that you are expanding down town; I think it is a very positive change, and you all represent your University very well, down there. I hope you all continue to nurture the relationship, between your University and the Community. I will stop there to answer any questions you may have.
			2. **Katie Turner**: What are some good steps to running for office?
			3. **Senator Mike Knapik**: You already have a great start, being in office here. I started by being in office in my high school, and in college. I also encourage students to work on campaigns, it is a great experience. Approaching the Mayor, in your community, is also a great start.
			4. **Meaghan MacDonald**: You spoke about our relationship to the Westfield community, do you know any other things we can do, to be involved in the community, or things we can do, to continue to better our relationship?
			5. **Senator Mike Knapik**: I don’t think people know enough of what you all do for the community. When I learned all of the hours, your University, puts into the Boys and Girls Club, I was amazed. I don’t think the public knows that. I think it is key, to let the community know, what you do in terms of that stuff, especially in the school system. I think it’s more or less communication. You all need to remind the city how critical it is, for them to have your University in the community. I think in the last few years the relationship has improved tremendously.
			6. **Stephanie Close**: How do the senate and the house respond to the lobby or advocacy days, that you spoke about earlier?
			7. **Senator Mike Knapik**: That’s a great question. We have a lot of groups with different needs. At the end of the day, what everybody needs, adds up to more than what we have. I don’t think we have much more to give than last year. It is certainly a challenge. The last recession really took a toll on the state, which people need to keep in mind. I think we are at the point where we cannot allow our commitment to Higher Education slip because it is so important. I will tell you that the most pressure on us is for health care, due to the universal health care law. I am hopeful, as the economy recovers; we can give all areas more of what they need. This will be a tough year; our goal will be to make great progress within the next few years.
			8. **Stone Koury**: Can you speak at all to the Governor’s plan to consolidate the Community Colleges?
			9. **Senator Mike Knapik:** TheLegislature is much closer to the people than the Governor. With that being said, we are very far away from Boston, and that is where the Community College governance would take place. You don’t want governance to be taking place one hundred miles away from you. It is a pretty strong feeling of disagreement with the Governor across the Legislature, and many don’t wish to have this happen. I don’t think this will end up happening.
			10. **Senator Mike Knapik**: Thank you for having me today, I wish the seniors here great success after graduation.
4. Thank you very much, for your time, Senator Knapik. Next we have Kimberly Tobin the Dean of the Division of Graduate and Continuing Education, to talk about the Committee for Online Instruction.
	* + 1. **Dean Tobin**: At the end of last year, a committee for online instruction was created. We were charged with, creating a policy for Westfield State University, that remained committed to traditional undergraduate programs, but still allowing for flexibility with regards to taking online courses. We had a twofold charge. The first was to help departments, make decisions, about online programming. The second part was to create standards, to make sure our online education is the best quality possible. We are here today, to get your feedback on this. We have not gotten any formal feedback from students yet, so we would love to hear what you have to say. What you have in front of you today are two proposals that we have created. The first, deals with the policy, on how we are going to handle online instruction. The second is to make sure we establish, and are committed to, quality education. We would love to hear your voices tonight, but you can always email us as well.
			2. **Dean Moratta**: We tried to take into concern, all of the feedback, we have heard to date. Some students were concerned that it would take away from the University experience, if students were taking all of their classes online.
			3. **Aurelio Sanchez:** I have a couple of questions. The first is will there be a limit to how many classes a student can take online at once? Also, I know faculty go through an orientation program if they are teaching online, have you thought about doing that for students?
			4. **Dean Tobin:** Can I ask those students who avoid online classes, why do you avoid them?
			5. **Thomas Durkee:** It was hard when I took one, because I am very personable and like to be with other people while learning.
			6. **Meaghan MacDonald:** I have had a few different experiences with online courses. Some professors are really engaged and try to be as personal as possible, and others have a complete disconnect, which takes away from learning.
			7. **Dean Tobin:** Thank you, Meaghan. I think it is important to know, courses depend on the professor, just as in person classes do.
			8. **Rebecca DiVico:** I am just nervous about online classes; because I am afraid I will not do as well.
			9. **Katie Turner:** I have an online professor who uses a lot of tools, such as videos, which I think should be a requirement. I also agree with Meaghan MacDonald, that it depends on the professors.
			10. **Aaron Astley:** I think other professors should actually take other professors online class, so the teacher can see any improvements they need to make and get good feedback on it before they do it with students.
			11. **Dean Tobin:** We do actually have faculty who teach online go through a lot of training and learn from other online instructors. This is what helped us, be named, the top institution for online courses through other Universities.
			12. **Nikki Fereaira:** I have an online professor who is really engaged and it is great. I also have another, who does not respond to you for days at a time, so I also think the professor matters a lot. I was also wondering if you had considered offering online courses through other Universities.
			13. **Dean Tobin:** I had thought of doing that, to offer as much flexibility as possible, especially for non-traditional students. Great suggestion.
			14. **Stephanie Close**: I have noticed a great deal of increase in both my majors, in terms of online classes. I know in history, there is a class that is only offered in the spring online. I would love to take the class, but am weary of taking a history class online. Is there a way to offer classes online one semester and in person another semester?
			15. **Dean Marotta**: As students, you have a lot of power. If you get several students and go to the Department Chair and say you want this class to be offered in person, I believe you will be successful. We can also take this suggestion into consideration, to put something in the policy.
			16. **Dean Tobin**: I am going to pass out a form, that you guys can submit any feedback, in writing which we would love to have.
			17. **Aurelio Sanchez**: So, has there been a limit placed on how many online courses a student can take?
			18. **Dean Marotta**: We have not limited students, we have placed a limit on what departments can offer and not offer, but we have not put limits with regard to students. That is something to take into consideration. Also, do you think there should be a minimum of online classes a student should have to take? That may be something to take into consideration as well.
			19. **Meaghan MacDonald**: Has there been any data collected, to see how students do in online classes versus in person classes?
			20. **Dean Tobin**: There is a bit of higher dropout rate for online students, but nothing dramatic.
			21. **Meaghan MacDonald**: I also want to say this looks really good. I do think Stephanie Close’s point is important about not offering a specific course solely online, because everyone learns different ways.
			22. **Sarah Hegarty**: I think it is important to incorporate some online aspects, into first year classes, like English comp, so they can get their feet wet, in case they ever need to take an online course. I know I am a junior and am nervous to be taking my first online course, next semester, because I have no experience with it.
			23. **Dean Tobin**: We defined four different types of online courses. I think we are getting to offer more hybrid classes, which means some portions of the class are online, and some are in person. Our goal is to make sure you have all of the information, as to which type of class it is.
			24. **Dean Marrotta**: We never put first semester students in online classes. But do you think there should be more encouragement, for students to take an online class early on?
			25. **Tom Durkee**: I think before registration, there should be a one week trial run, for an online class before students get locked into it, so they know what to expect.
			26. **Dean Tobin**: There is a ‘preview pages’ for online classes, so students can see a little bit of what the online class entails.
			27. **Katie Turner**: You could also have a meet and greet, so students can meet the online professors and talk about the class. Also, if you want to encourage first years to take online classes, you should reserve spaces for them like in other classes, so they do not get closed out.
			28. **Brandon Burr**: If you were an online student and there were no online classes offered in your department one semester, do you not take classes?
			29. **Dean Tobin**: We have certain programs that are online programs, with three years plans. If you were in a major, that does not offer enough online courses to complete the degree online, it would not be advertised that way.
			30. **Rich Darrach**: I just want to reiterate that communication on the professor’s part and the student’s part is key, for online courses
			31. **Jen McDiarmid**: I was put into an online class, my first semester here, despite being told that this does not happen. I was never informed that this was and online class and kept waiting for the location and the time of the class to show up, because I had not taken classes here yet and I didn’t know. So I think it is important to advertise heavily which classes are online and which are in person.
			32. **Dean Marotta**: Occasionally, faculty members will convert their courses from in person to online, which is probably what happened to you. We try to stop this as much as possible. I am sorry it happened to you. The new policy also states that professors are no longer allowed to convert their classes’ last minute.
			33. **Meaghan MacDonald:** I move to close the speakers list. Motion passed.
			34. **Ryan Meersman:** The speakers list is now closed.
			35. **Stephanie Close:** I know, in first year experience, which we don’t have anymore, students were introduced to Plato. I think it would be a good idea, to include Plato into English comp classes, so students get used to it.
			36. **Dean Marotta**: Thank you, Stephanie. This fall, we will have many classes with solely first year students that are not English comp. They will incorporate elements of first year experience. I will make sure, to make a note, to include Plato in these classes.
			37. **Stephanie Close**: Will these classes be required for all first year students?
			38. **Dean Marotta**: Yes they will be.
5. Thank you, Dean Tobin.
6. I have some announcements to make tonight. First this Thursday, March 22nd at 7:00 pm in the Scanlon Banquet Hall, Dr. Horace Campbell will be speaking, about the Impact of the Egyptian Revolution on the Politics of North Africa. This is a part of the Guest Lecture Series.
7. The Westfield State University Foundation, will award 10 scholarships, for selected undergraduates, to attend the Democratic or Republican National Conventions in 2012. The RNC is August 18- 31st in Tampa Florida and the DNC is August 25 – September 7th in Charlotte North Carolina. Applications are due April 1st. To learn more, come to an information session, this Thursday, March 22nd at 4:00 pm in the Banacos Conference Room.
8. We are looking for one or two students to deliver the Voice Newspapers. This is a Unit opportunity, if you are interested; please see Barb after the meeting or later this week.
9. Friday, March 23rd we have some free tickets, to see the Springfield Falcons hockey team play. We have van seating for the first 14 people who write in. After that, a student car will be available, if more want to go. Any Westfield State University student’s friend can join you. We’ll gather in the Ely 3rd floor lounge at 6:00 pm on Friday to leave.
10. If you are interested in running for an Executive Board position, please meet with the current Executive member in that position. There is a great deal of responsibilities that come with these positions, and they are also very rewarding. Krysta Livingstone has the dates for elections.
11. This is the final week to purchase Senate Banquet Tickets.
12. Please check your email tomorrow, for a message from MASSPIRG.
13. Can I see the Class Presidents after the meeting?
14. Our next scheduled meeting is Tuesday, March 27th at 5:30 pm.
15. Items not listed on the agenda:
16. BOARD OF TRUSTEES’ REPORT**:** *Ryan Meersman*
17. All College Committee: Aaron Astley
	* + 1. At our last meeting on March 7th, we discussed and deliberated, on the Department of Higher Educations Vision & LEAP project, and will be having another deliberation and vote at tomorrow’s meeting March 21st. It is an open meeting so any one can come.
			2. We also learned that a new smoking policy has been passed and as of September 1st, Westfield State University will be a smoke free campus.
			3. **Ryan Meersman**: (POI) It will be completely tobacco free, not just smoke free.
			4. **Jen McDiarmid**: Has this passed or still being discussed?
			5. **Aaron Astley**: It has passed, the only places you will be able to smoke, come the fall, will be along Western Avenue.
			6. **Rebecca DiVico**: What will the sanctions be?
			7. **Stephanie Close**: They are still being discussed by the Substance Advisory Committee.
			8. Our next meeting is scheduled for March 21st at 3:30 pm in the Parenzo Board Room.
18. Long Range Planning Committee: **No Report**
19. Strategic Planning Committee: Ryan Meersman
	* + 1. The Strategic Planning Committee is continuing work on the University Mission Statement, the Value Statement and Vision and Goals for the five year plan.
20. Alumni Report**: No Report**
21. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Stephanie Close*
22. Hi everyone. Housing lottery numbers are now available. If you have not received yours yet, they are available during desk hours with the Resident Assistances.
23. Daffodils came in today; they were all delivered to Faculty and will be available for students who bought them during Resident Assistance’s desk hours.
24. If anyone is interested in running, for this position next year, please feel free to ask any questions you have.
25. Can I, please, see the hall council Presidents of Lammers, Scanlon, Davis and Dickinson after the meeting?
26. Student Affairs Committee: **No Report**
27. Multicultural Committee: **No Report**
28. Food Services Committee: **No Report**
29. Health Committee: **No Report**
30. Parking Control Board: **No Report**
31. Sustainability Committee**: No Report**
32. Student Athletic Advisory Board: **No Report**
33. Substance Advisory Committee: Brian Lanciault
	* + 1. We met on Friday, March 9th; we talked about possible sanctions for violating the “Smoke Free Policy”. The potential disciplinary actions are as follows:
34. Verbal/Written Warning
35. Probation for the academic year.
36. Loss of housing/banned from resident halls.
	* + 1. I would be interested in getting any suggestions or comments you have about this.
37. **Stephanie Close**: (POI) None of this is set in stone. All of our sister colleges, who are tobacco free, don’t have enforced sanctions.
38. **Brandon Burr**: I just want to point out that students will just smoke along Western Avenue, if the sanctions are so high, which would not go over well with the neighbors.
39. **Lindsay Howe**: Who will be in charge of enforcing the rule and sanctions?
40. **Brian Lanciault:** That has not been decided**.**
41. **Katie Turner**: What about having designated smoking areas on campus?
42. **Aaron Astley**: We talked about that at All College Committee, and they felt it would make the campus less attractive with large crowds of smokers.
43. **Lou Cimaglia:** (POI) They were also afraid of encouraging smoking.
44. **Matt Durant:** I think, the high sanctions are a good idea, because second hand smoke is a big problem.
45. **Tori Downs:** What about faculty members who smoke?
46. **Stephanie Close:** (POI) Whatever sanctions there are will be enforced to faculty, staff and administration as well.
	* + 1. Our next scheduled meeting is on March 23rd at 1:00 pm in the Counseling Center.
47. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Tony Iozzo*
48. Hey guys, I hope you had a good break. Keep in mind advising starts next week, with Senior advising occurring. Sometime later this week, I will be emailing all students the expectations of them going into advising, that are listed in the bulletin.
49. On April 4th at 3:30 pm there will be an All College Committee open forum, regarding the new academic building location. This is also the last day NEASC will be on campus.
50. Also if you are interested in running for my position, as I am graduating, talk to me after the meeting or stop by my office some time.
51. Academic Policies Committee: **No Report**
52. Curriculum Committee: **No Report**
53. Enrollment Management Committee: **No Report**
54. Campus Technology Committee**: No Report**
55. International Programs Committee: **No Report**
56. Institutional Assessment Committee: Joshua Frank
	1. We met today, March 20th in the Parenzo Board Room. Jen Digrazia spoke to the committee about a recent conference she attended in New Orleans. about how assessment can help education. We further talked about participating in becoming a LEAP state and we sent a recommendation to All College Committee on our stand on the Vision Project
	2. Our next meeting will be on March 27th at 2:00 pm in the Parenzo Board Room.
57. Academic Strategic Planning Committee**: No Report**
58. Library Advisory Committee**: No Report**
59. Learning Communities**: No Report**
60. VICE PRESIDENT’S REPORT-PROGRAMMING: *Brandon Burr*
61. Programming update: Hello everyone. We have some good events coming up.
	* + 1. We have Trivia coming up tomorrow March 21st at 8:00 pm with free pizza.
			2. We have Brown Bag Bingo on Friday, March 23rd.
			3. Matt Franco comedy/magician will be here on Wednesday April 4th.
			4. Tickets for the spring weekend concert will be on sale on Tuesday, April 3rd, they are $10.00 and they will go extremely fast so make sure you get yours and tell your friends to get theirs.
62. Neighborhood Association Committee: **No Report**
63. Neighborhood Advisory Board: **No Report**
64. VICE PRESIDENT’S REPORT-FINANCE: *Stone Koury*
65. Finance Report: Stone Koury I have 2 finance proposals today.
	1. There is approximately $4,800.00 left in the budget.
	2. I move to allocate $402.00 to the Academic Pursuits club for their trip to Old Sturbridge Village. Motion passed.
	3. I move to allocate $3,000.00 to Global Women’s Oral History Project to have Galeet Dardashti speak at their conference. Motion passed
	4. On behalf of Amy Wing, can I see the Blue Key Committee right after the SGA meeting?
66. Foundation Report**: No Report**
67. SERETARY’S REPORT: *Krysta Livingstone/Amy Wing*
68. Executive Secretary Report: Krysta Livingstone
	* + 1. Hello everyone. I hope everyone had a good spring break. Believe it or not, Senate Banquet is a week away. Please let all your friends, roommates and residents know that Friday, March 23rd will be the last day to purchase tickets, so purchase them if you have not done so yet.
			2. Also, just a heads up, that signature papers for elections, for next year, will be available on Monday, march 26th. They must be turned in by Friday, April 6th and elections will take place on Collegiate Link on April 17th beginning at 9:00 am and ending at midnight on April 18th.
69. Legislative Secretary Report: **No Report**
70. PARLIMENTARIAN REPORTS:
71. Rules and Regulations Committee: **No Report**
72. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
73. Commuter Council: **No Report**
74. Senior Class: Meaghan MacDonald
	1. Senior packets are going fast and Senior fleeces are in, if you ordered one, please stop in to the SGA Office to pick it up.
75. Junior Class: **No Report**
76. Sophomore Class: Taylor Fote
	1. Hello everyone, I hope you had a good break. Starting next week we will be in the Dinning Commons selling Stars, for our candidates for Mr. Westfield. You can buy one for a certain person, or to just help the cause. They are $1.00 and all proceeds go to “Make a Wish”.
	2. Our next scheduled meeting is March 26th at 5:00 pm in the Student Government Conference room.
77. Freshman Class: **No Report**
78. Apartment Complex: **No Report**
79. Courtney Hall**: No Report**
80. Davis Hall: Matt Durant
	* + 1. Hello, I hope you all had a great Spring Break.
			2. Our last event, Luck of the Davis went off very well. We played the *Dropkick Murphy’s Live at Lansdowne* Concert, handmade green and orange cupcakes and self-made shamrock smoothies. A lot of residents came and had a great time. I want to thank my Hall council for their work. They went above and beyond the call of duty as usual.
			3. Our damages have been decreasing. The week before Spring Break we did not incur a single charge and we expect to be taken off level four sanctions in the near future.
81. Dickinson Hall: Victoria Landry
	* + 1. Right now we are in the process of planning our end of the year event and we are looking into a Six Flags trip for a small number of possible residents.
			2. Our council is hosting a social in the common room on April 12th. We are currently putting on a Spring Cleaning Clothing Drive, so admission will be one piece of clothing. There is a box at the Resident Assistants desk every night from 9:00 pm until 11:00 pm. so if you guys want to drop off some unwanted cloths, please feel free to swing by. Everything will be donated to Salvation Army.
			3. Our next scheduled meeting will be on March 26th at 5:00 pm in the Dickinson Hall council room.
82. Lammers Hall: Hannah Persson
	* + 1. Hello everyone, I move to accept Alyson Davis as a representative to senate for the remainder of the 2011-2012 academic year. Motion passed.
			2. Our t-shirt design is done and those will be out at the end of the year event with Scanlon and Courtney. We will be meeting with these halls Thursday at 5:00 pm to begin planning the Tri-Hall end of year event.
			3. Our next scheduled meeting is on March 20th at 9:00 pm in the Lammers Hall Lobby.
83. Lansdowne Hall: **No Report**
84. New Hall: **No Report**
85. Scanlon Hall: **No Report**
86. UNFIISHED BUSINESS**: None**
87. NEW BUSINESS: **None**
88. ANNOUNCEMENTS:
89. Ryan Meersman: Can I please see the Representatives at Large?
90. Lou Cimaglia: Can I please see the Class Presidents?
91. Stephanie Close: Can I see the Dickinson, Davis, New Hall and Scanlon after the meeting?
92. Meaghan MacDonald: 60 days until commencement.
93. ROLL CALL: Ross Beck, Jocelyn Herrera Lazo, Katie Morrisey, Priscilla Aguilar, Steven Evans, Julia Ryan, Matt Richardson, Stan Costa, Olivia Dumas, and Alex Roche were absent. Aerin Andre sent an alternate. Emily Baker was excused.
94. ADJOURNMENT: Meeting adjourned at 7:02 pm.