**Student Government Association Minutes**

September 11, 2012

1. ROLL CALL: Georgina Boakyewah, DaQuan Cook, Ana Dilorenzo, Hannah Kelley, Katie Morrissey, Larry Rodkey,Alexis Wagner, Jocelyn Herra-Lozo, and Tori Landry were absent.
2. APPROVAL OF MINUTES FROM May 01, 2012: Minutes were approved.

1. PRESIDENT’S REPORT: *Stephanie Close*
2. Welcome back everyone; it’s nice to see some new faces here. I would like to have a moment of silence, for the ones we lost eleven years ago, in the tragic events of 9/11 and the ones we have lost oversees since then. Thank you.
3. On behalf of the Student Government, I would like to congratulate our first guest on his new position of Vice President of Student Affairs, Dr. Carlton Pickron.
	* + 1. **Dr. Carlton Pickron**: Thank you President Close and Student Government, students and friends. It is a grand pleasure to be here.
4. What do you think of the Campus Center? The comments I keep hearing, when I took CAB on a tour is “Awesome” and “outstanding”.
5. Thank you for all that came last Tuesday, September 4th for the Kidney walk. We had 150 students and staff raise $349.00 for the Kidney Foundation. Also for Hoot Day, more than 100 first year students participated in helping clean downtown.
6. You are going to hear a lot about civic engagement in the next few weeks. We have the registration form here on campus, in the SGA office.
7. I hope you received my email about dignity and respect on campus. Please encourage your friends, clubs, and organizations to follow along.
8. Since we have gone tobacco free, the campus air feels cleaner and better. You can smoke on the sidewalks, because they do not belong to the school or the city.
9. Some neighbors are complaining about students coming into their neighborhood, dropping trash and smoking illegal stuff, particularly on Park Drive. Let’s be the good neighbors that we are. We need to cultivate a good environment with our neighbors and as you all remember when the October storm happened, the campus became a shelter for the city. Let’s respect our neighbors and please share with the rest of the students.
10. At a recent meeting with Steven Duque and Bryan Roy the President and Vice president of “Momba”, we discussed the possibility of a new vending machine that would have Hygienic products, such as razors, shampoo, soap and undershirts. Their prices are comparable to CVS or Rite Aid. These machines could be helpful, for first year students, who do not have a car on campus. They would love to come and give a presentation to SGA.
11. Thank you for the opportunity and have a great semester.
12. Now I would like to introduce the Dean of Students, Sue LaMontagne.
	* + 1. **Sue LaMontagne**: Hello everyone! I like seeing all the familiar faces and the new ones. I want to thank you all for your patience with the construction. I know that the scenario is not ideal this semester and you guys have to be in the basement of Parenzo, but you all have been great troopers. I know the Executive board is going to challenge you this year. I just want to say you have the most challenging job on the campus, because you represent the people that elected you and I hope when you speak at SGA, it comes from a knowledgeable place and you report what your classmates, schoolmates and dorm mates are telling you. Do not hesitate to come see me and Calton Pickron in Ely 202 and 209 to introduce yourself, so we get to know you better. Welcome back!
13. I would like to appoint Anna DiLoreno, Larry Rodkey, Alexia Wagner, Katie Morrissey, Hannah Kelley, and Georgina Boakyewah to Representative at Large for the 2012-2013 academic year. Motion passed.
14. I move to appoint Jocelyn Herrera-Lazo as Muticultural Representative for the 2012-2013 academic year. Motion passed.
15. I move to appoint Tori Landry to the Community Relations/Fundraising position for the 2012-2013 academic year. Motion passed.
16. As we know, there is a presidential election in less than two months. How many people here are registered to vote? I have voter registration forms, as well as information on absentee ballots in the SGA office. There are also other organizations and departments on campus that have these materials.
17. We also have our own elections coming up:
	* + 1. Hall Council elections will be on CollegiateLink September 18th and 19th. Signature papers for Hall Council can be picked up from your Resident Director. Those materials are due this Friday, September 14th.
			2. Class Council elections will be on September 25th and 26th.Class Council signature papers are in the SGA office in the Parenzo basement room P013. Those papers are due by Friday, September 21st.
18. October 12th through October 14th Residential Life and Student Activities are running a leadership retreat. The SGA Executive Board, as well as the CAB Executive Board will be attending. There are 100 total spots and all student leaders are welcome to sign up. For more information about this, please contact Jessica Murphy or Billy Dunn.
19. On September 30th at 5:00pm we will be holding a Student Government orientation. All new senators are required to come and all returners are encouraged. We will be doing a complete rundown of Roberts Rules, so everyone can benefit. Dinner will be served as well. Until then, I am just going to go over some of the basic Roberts Rules.
	* + 1. In order to bring a motion to the floor, you must say “I move to...and then state your action”. This motion must then be seconded, by another senator, in order for it to be brought to the floor. Once a motion is on the floor, it is open for questions, debate, concerns, etc. When questions, debates, concerns etc. is closed, the motion is then voted on.
			2. When you speak, please stand.
			3. While someone is walking to the podium, you clap until they reach the podium. If it is a guest speaker, you clap after they are finished. If it is a senator, you only clap while they are walking to the podium.
20. Please remember, that everyone here has an equal say. Don’t be afraid to speak up about a concern you have. Everyone is here representing not only themselves, but the students who elected them.
21. Starting next week, please email me, letting me know if you will be reporting, just like we did last year, so we are not going through the whole agenda saying no report.
22. I am very excited for this year and I hope all of you are too. If you ever have any questions, please email me at president.sga@westfield.ma.edu or stop by the SGA office in the basement of Parenzo, room P013.
23. Items not listed on the agenda:
24. BOARD OF TRUSTEES’ REPORT**:** *Stone Koury*
25. I am your Student Trustee for this academic year. Last year, I served as the Vice President of Finance and I am very excited to be in this new position, and to be walking in the footprints of all before me.
26. To pick up from where we left off, at the last Trustee meeting in June, there were a number of important things attended to. The Trustees approved Dr. Carlton Pickron as the Vice President of Student Affairs and Dr. Liz Preston as the Vice President of Academic Affairs. As you know they both served as the interims for those positions, in the past year and we are excited to see them both back.
27. The Trustees also approved the new Residential Life Policy changes, which were shown at the end of last year. That introduced the new ID card system and updated the community response plan.
28. They also approved the budget that compensated for the new buildings and a large increase in the Wellness Center fee and $450.00 increase in general fees.
29. There is a new space study being done this year, to finally decide the exact use and position of the new academic building, department placing and Juniper Park.
30. The next Board of Trustees meeting will be held on October 11th at 6:00pm in the President’s Board Room.
31. If you have any questions, please do not hesitate to contact me, either by email at Trustee.sga@westfield.ma.edu or by phone in the SGA office.
32. Could I see all Representatives at Large after the meeting?
33. All College Committee: **No Report**
34. Long Range Planning Committee: **No Report**
35. Strategic Planning Committee: **No Report**
36. Alumni Report**: No Report**
37. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Taylor Fote*
38. I am the Vice President of Student Life. I will be meeting with Residential Life as well as Student Affairs, so if you have any questions or concerns, please feel free to come to me.
	* + 1. My offices hours are Wednesday from 2:00pm until 4:00pm and Thursday from 2:00pm until 4:00pm. I will be in my office more than that so feel free to come down to the Student Government office anytime, or contact me through email or call my cell phone.
			2. For those of you interested the Student Conduct Board, applications are out, and if you wish to be a part of it, applications are in the SGA office on my desk, in the basement of Parenzo room P013. If you would like more information about the board, please see me after the meeting.
			3. This Friday, September 14th in the Scanlon Banquet Hall there is a University Hall furniture preview from 10:00am until 2:00pm. if you want to see what will be going into the Hall I highly suggest going and giving your opinion on what you like and don’t like, Residential Life is looking for feedback.
			4. Also keep in mind that you guys need to start thinking of committees to join, I need eight students for the Student Affairs Committee, so please see me if you would like to join. If you have any more questions about your committees, please see me after the meeting.
39. Student Affairs Committee: **No Report**
40. Multicultural Committee: **No Report**
41. Food Services Committee: Tori Landry
	* + 1. There will be a Food Committee meeting Tuesday, September 18th in the Dining Commons at 4:15pm. If you are looking to add input about the food or promotions on campus, this committee fulfills a committee requirement for SGA and is open to all students.
42. Health Committee: **No Report**
43. Parking Control Board: **No Report**
44. Sustainability Committee**: No Report**
45. Student Athletic Advisory Board: **No Report**
46. Substance Advisory Committee: **No Report**
47. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Rebecca DiVico*
48. I am the Vice President of Academic Life. My main job is to be the liaison between the students and the academic departments. I will be meeting frequently with Dr. Elizabeth Preston, who is the Vice President of Academic Affairs and Dr. Marsha Marotta who is the Dean of Undergraduate Studies, so it is important for you all, to give me any feedback regarding academics, so that I can report to them, as they will be giving me information to report to you guys.
	1. My office hours are Mondays and Fridays from 2:45pm to 3:45pm and Tuesdays and Thursdays from 10:00am – 11:00am and 3:00pm – 4:00pm but if those times do not work for you, just talk to me and we can figure out a time to meet. I want everyone to feel free to contact me, whenever they need, throughout this entire year.
49. Academic Policies Committee: **No Report**
50. Curriculum Committee: **No Report**
51. Enrollment Management Committee: **No Report**
52. Campus Technology Committee**: No Report**
53. International Programs Committee: **No Report**
54. Institutional Assessment Committee: **No Report**
55. Academic Strategic Planning Committee**: No Report**
56. Library Advisory Committee**: No Report**
57. Learning Communities**: No Report**
58. VICE PRESIDENT’S REPORT-PROGRAMMING: *Michelle Hanney*
59. I am the Vice President of Programming. My main responsibility as VP of Programming is being the President of the Campus Activities Board, which is also known as CAB. If you enjoy planning fun events and meeting some cool people, being creative, then come to one of our meetings. We are always looking for new ideas as well as members. Our first meeting is Wednesday, September 12th at 5:00pm in the Wilson Auditorium C. Generally our meetings are set to one specific spot but with the Ely renovations we are located in different spots every week. So check out our Facebook or twitter each week to see where we will be.
60. Programming update: Michelle Hanney
	* + 1. Our first event, which was Friday, September 7th, went over very well, it was a comedian. I hope you were able to attend.
			2. Last night, September 10th we welcomed a comedian that had appeared on America’s Got Talent and it was a great show!
			3. Our next event is on Saturday, September 15th from 4:00pm until 6:00pm on the Campus Green. It is called CAB kick off day. We will be doing a scavenger hunt, tie dying and the first 50 people to come will receive a free tee shirt to tie dye. There will also be sack races, a popcorn machine and a DJ. So come on out. There will be prizes given out for the scavenger hunt and the sack race.
			4. Please come and share your ideas on Wednesdays at 5:00pm location to be announced.
			5. If you have any questions please email me at vpprogramming.sga@westfield.ma.edu or come see me in m office which is located in the basement of Parenzo room P013.
61. Neighborhood Association Committee: **No Report**
62. Neighborhood Advisory Board: **No Report**
63. VICE PRESIDENT’S REPORT-FINANCE: *Joshua Frank*
64. I am the Vice President of Finance. This year’s annual Club Fair will be held on Thursday, September 13th from 4:00pm until 6:00pm on the Campus Green. If there’s rain it will be held in the Ely Main Lounge. There will be over 80 clubs represented this year, so we hope to see you there.
65. I will be sending around a paper for the Finance Committee. This year we will meet on Mondays at 4:00pm in the SGA office. What the Finance Committee does is approve or reject finance proposals that clubs submit. This committee is important because without it, proposals can’t make it to the next step of the governance process. I need two representatives from each class on this committee.
66. My responsibilities as the VP of Finance are chairing the Finance Committee and keeping track of all SGA club accounts.
67. If you have any questions, regarding finance proposals or club fundraising, please see myself or Barbara Hand in the SGA office.
68. Finance Report: **No Report**
69. Foundation Report**: No Report**
70. SERETARY’S REPORT: *Sandra Kwawu/Sarah Hegarty*
71. Executive Secretary Report: Sandra Kwawu
	* + 1. I am the Executive Secretary. I strongly encourage freshmen to get involved with Class Council and run for office. We are trying to advertise the Class Council to the Class of 2016 so please encourage your freshmen friends to get involved.
72. Legislative Secretary Report: Sarah Hegarty
	* + 1. My job as Legislative Secretary includes accounting for attendance, units, and maintaining the Student Government Association calendar.
		1. The SGA and binders are a little different this semester since we are not in the SGA room you guys are going to take your binders with you. I have printed out a hard copy of the calendar for everyone and put them in your binders so please remember to bring them every week in case there are additions to it.
		2. We do have units this month. Three units are due this month, since we are only meeting three times in September. As an extra incentive to do your units and do them on time we are bring back the Unit Lotto. If you do your units, your name will be entered to win a Wal-Mart gift card.
		3. If you have any questions my office hours are Monday, Wednesday and Friday from 11:30 am until 12:30 pm and Tuesdays from 2:00 pm until 3:00 pm. in the Parenzo basement room P013.
73. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
74. Commuter Council: **No Report**
75. Senior Class: Brandon Burr
	1. We had our first meeting on Monday, September 10th. We have a calendar being made and it will be on sale by the end of September or the beginning of October.
	2. We moved our first senior night to October, to make it a big Halloween night for seniors. We will have more information about this at upcoming meetings.
	3. Senior Convocation is next Thursday, September 20th. Senior Convocation is the official ceremony for seniors to be entered into Senior Year. The event begins at 4:00pm and there will be a reception right after. It is in Scanlon Banquet Hall.
	4. We will also be having a Zumba event, Lindsay Howe will be the teacher. There will be more information to follow.
76. Junior Class: Brittany Moniz
	* + 1. The Class of 2014 is looking forward to an exciting year. On Thursday, September 13th we will be holding interviews for our Community Relations/Fundraising Chair. Interviews will be at 4:00pm in the Tekoa Room.
			2. This semester, our Class, is raffling off the President’s Parking space, located behind Parenzo, by the mailroom entrance. Tickets will be $5.00 and the winners will have the space for an entire month. Tickets go on sale this Friday, September 14th at the Ely Campus Center Window as well as the in Dinning Commons.
			3. Our next scheduled meeting is Thursday, September 13th at 4:00pm in the Tekoa Room.
77. Sophomore Class: Richard Darrach
	* + 1. We have two new representatives here, Ally Davis and Jackie Green.
			2. Our next scheduled meeting is on September 12th at 4:30pm in the Tekoa Room.
78. Freshman Class: **No Report**
79. Apartment Complex: **No Report**
80. Courtney Hall**: No Report**
81. Davis Hall: **No Report**
82. Dickinson Hall: **No Report**
83. Lammers Hall: **No Report**
84. Lansdowne Hall: **No Report**
85. New Hall: **No Report**
86. Scanlon Hall: **No Report**
87. UNFIISHED BUSINESS**: None**
88. NEW BUSINESS: **None**
89. ANNOUNCEMENTS:
90. Stone Koury: Can I see the Representatives at Large for a brief meeting?
91. Brandon Burr: There are several months until commencement.
92. Sarah Hegarty: Please pass the information sheet forward.
93. ROLL CALL: Jocelyn Herrera-Lazo was absent.
94. ADJOURNMENT: Meeting adjourned at 6:25pm.