**Student Government Association Minutes**

October 18, 2011

1. ROLL CALL: Michelle Brown, Victoria downs, Kaitlin Moriarty, Katie Morrissey, Anthony Oberg, Yadira Garcia, Jessica McKinnon, and Brenda McCarthy were absent. Emily Hammel sent an alternate.
2. APPROVAL OF MINUTES FROM October 11, 2011: Minutes were approved.

1. PRESIDENT’S REPORT: *Lou Cimaglia*
2. We have two speakers tonight. First, from the Campus Center is Amy Szlachetka, to talk about some changes to the Wellness Center.
   * + 1. **Amy Szlachetka**: Hello everyone, it is great to see all of you. There are three things I want to talk with you about tonight. The first thing is about membership reimbursement fees for the Wellness Center membership. It has been brought to my attention, that there are some health insurance companies that reimburse people for fitness center memberships. I have put together a membership agreement, from the Wellness Center, stating that a person has paid for a membership, from a particular start date to end date. Students can submit these to their health insurance companies for reimbursement. However, I am not sure which insurance companies will do this. I know people often get reimbursed for public health clubs, but I am not sure about memberships at colleges/universities. I am asking for a few students to submit this form, to their insurance companies. This will be helpful to see which kinds of insurance companies will reimburse. I have the forms in Ely 109, for whoever is willing to do this. The second thing I want to talk about is that starting on Monday, October 24th, the entrance and exit to the Wellness Center will be changed. All men and women will now be entering next to the women’s locker room. This is to prevent people who have not paid their fee, from sneaking into the Wellness Center. This new entrance will help control who is coming in and out. We will also make sure everyone is submitting their ID’s, to swipe, to make sure that students coming in have paid. We will now also have a service outside the entrance for signing up for treadmills and signing out equipment.
       2. **Aurelio Sanchez**: Do you have a policy, to accommodate when a student has a guest with them?
       3. **Amy Szlachetka**: No we do not, because we are already over capacity, with students who want to work out.
       4. **Nicholas Newsome**: I was under the impression that the Wellness Center was for any student.
       5. **Amy Szlachetka**: Yes, it is for any student who attends the University. This includes full time, part time, graduate and faculty/staff that have paid the membership fee.
       6. **Nicholas Newsome**: What is that fee? I thought it was mandatory.
       7. **Amy Szlachetka**: It is a waivable fee on your bill. It is twenty dollars each semester. It is thirty five dollars for Division of Graduate and Continuing Education Students.
       8. **Amy Szlechetka**: The last thing I want to talk about is an upcoming survey. The campus center and athletics department will be putting out a survey targeting six hundred to a thousand students. We will be doing this in person, instead of online, to get a better turn out. We will be stationed all over campus. This survey will cover programming, wellness center, athletics, intramurals and Student Government Association. Your Executive Council is currently working on questions regarding the Student Government Association. We hope this survey will give us good feedback
3. Thank you Amy, Next up is Jessica Hufnagle from Residential Life, to talk about Collegiate Link.
   * + 1. **Jessica Hufnagle**: Thank you very much for having me. One of the things that I was asked to do, when my position was created, was to create a co-curricular transcript. Basically, this will be an official record from the University, about what you have been involved in here at Westfield State University. I began looking at different software companies, and came across Collegiate Link. This software came with some extra features that involve social networking between clubs and organizations. I would like to give you a tour of what features it has to offer. This can be found in your MyWestfield portal. It has a lot of great tools, for clubs and organizations, such as posting minutes, and keeping track of rosters. It also tracks anything students are involved in on campus. This is great for graduate students and employment interviews. You can find this under the campus life tab on your *M*yWestfield, you can create your profile, much like *Facebook,* and put things you are interested in and what you are looking for, and the system will recommend clubs and events to you. As of this morning, there are 700 students active. I have not seen a lot of clubs and organizations registering. There is also a virtual ‘cork board’ with flyers for events. To register, you can click on organizations and register. Registering your club or organization is simple; you just fill out some information.
       2. **Amy Wing**: Is this in conjunction with the registrar’s Office?
       3. **Jessica Hufnagle**: That is a good question. You can access your record at any time, and you can print it out. This is for your own records, so it is separate from the registrar.
       4. **Stone Koury:** Since this is new this year, are we able to create pages for clubs and organizations from last year, so members can still have that on their record?
       5. **Jessica Hufnagle**: Yes, I will have to do that separately. I have not done it yet, but I know I am able to.
       6. **Ryan Meersman**: I like how easy this is for groups to interact. Would governance committees also be able to make a page?
       7. **Jessica Hufnagle:** It would depend on the functionality. You can add that as a title on your Student Government Association Group, or if you want it to have the tools as a group, they can start their own group. You can also make sub-groups with umbrella organizations.
       8. **Ryan Meersman:** So, Student Government Association could have the committees that students sit on?
       9. **Jessica Hufnagle:** We can set that up, I have not done it, but we can figure it out.
       10. **Stephanie Close:** Can employers search you and see this? Or is this something only Westfield State University and faculty can see?
       11. **Jessica Hufnagle:** I would read their privacy statement, but I have been assured, this is an internal search only. You can also restrict your own privacy settings. I have not run any Google tests lately, but I did about a month ago and it did not come up.
       12. **Amy Wing:**  I know upperclassmen are having a hard time finding it, or understanding it, because no one uses the portal very often. Is there a way to not have it go through the portal? Can there be a link on the Westfield State University home page?
       13. **Jessica Hufnagle:** We talked about that with Information Technology, but you would have to have a separate username and password.
       14. **Amy Wing:** (Readdress) I know, on the home page, it has links to Plato, MyWestfield, and email, which are all the same username and password, can it be like that?
       15. **Jessica Hufnagle:** That is a question for IT, but I can bring it up.
       16. **Meaghan MacDonald:** I think you would have a lot more use if it were on the homepage.
       17. **Richard Darrach**: Does it come out as a PDF or word document, that you can edit as needed?
       18. **Jessica Hufnagle**: It comes up as a PDF because it is a document form the school, so it is not editable.
       19. **Stephanie Close**: If our graduate schools use collegiate link, is there a way to link it?
       20. **Jessica Hufnagle**: That is a good question, I am not sure of the answer, but I can work on finding out.
       21. **Kate Turner**: Is there a way to get credit for a group you are a part of, which chooses not to make a page?
       22. **Jessica Hufnagle**: I can make groups separately. I want to do that as little as possible, to encourage groups to make their own pages, but if there is a problem you can talk to me and we can work it out. I also forgot to mention, that you chose who you want to see your organizations flyers; there are different options for that. You can also track service hours, if your organization is service based.
4. Thank you Jessica. If you signed up for the Breast Cancer walk a few weeks back, please see me after the meeting on the couches, I just need to give you a little more information and get some final numbers for Chaitali Bruhmbhatt. You will all be getting shirts and a bus ride there, so it should be a great time.
5. I wanted to make a correction about something I brought up last week. The Washington Street property is owned by the foundation. They are in the process of selling it, to another group, with the intention of it being tuned into student housing. The housing will not go through Residential Life. It will be open market rate apartments.
6. The Executive Board has been looking for speakers to talk to us for the rest of the semester; does anyone have any suggestions of who they would like to see?
   * + 1. **Alicia Thomas**: You can ask Margot Hennessey, Associate Professor of Ethnic and Gender Studies.
       2. **Allie McLaughlin**: Someone from the “of the month” program.
       3. **Richard Darrach**: The Resident Directors.
       4. **Brenda McCarthy**: Chris Hirtle from Information Technology.
7. The All College Council will be meeting on Friday, October 21st at 2:30 PM in Scanlon.
8. If you have new Representatives, please appoint them tonight in your report.
9. Please start giving reports at the Student Government meetings.
10. Our next meeting is scheduled for Tuesday, October 25th at 5:30 PM in the Student Government Association Room.
11. BOARD OF TRUSTEES’ REPORT**:** *Ryan Meersman*
12. Hi everyone, I hope you all had a great week. Last Wednesday, October 12th, the Board of Trustees had its first meeting of the year. After taking a tour, of campus where recent updates have taken place and where proposed ones were up for a vote. The Board met, we discussed various action items. The first was to approve the University’s Financial Statement for the 2011 fiscal year. To put it simply, the University is in very good standing, as we get into the 2012 fiscal year and was able to add to reserves. With state revenues projected to be low, by next April, when the budget comes out, this is a good position for us to be in.
13. The board approved the revitalization projects to take place, over the next year in Ely and the Apartment Complex, and also approved the building of University Hall. With the improvements the general fee will increase to $45.00. The wellness Center membership will also be going up as well.
    * + 1. **Nikki Ferreira**: Is there a sketch for the new Campus Center?
        2. **Ryan Meersman**: Yes, there is a sketch, and it is scheduled to be done next fall. We seniors won’t be able to enjoy it, but all the underclassmen will. I have the sketches if you want to see them.
        3. **Amy Szlachetka**: The fee increase is all the more reason to see if your health insurance will reimburse you.
        4. **Ryan Meersman**: The other part of that is that, we are still much less, than any Wellness Centers in the area.
        5. **Victoria Landry**: Where do we get the reimbursement forms?
        6. **Amy Szlachetka**: In my office upstairs, Ely room 109.
        7. **Matt Durrant**: Will the fee increase be advertised?
        8. **Ryan Meersman**: Yes, this will definitely be advertised. It will also be clear when students see the brand new Wellness Center.
        9. **Lindsay Howe**: Planet Fitness is only $100 a year, which a lot of upperclassmen use, is there a way to keep them on campus?
        10. **Ryan Meersman**: Yes, we can market that we have a pool and racket ball court.
        11. **Amy Szlachetka**: We also have personal trainers and many fitness classes.
14. Dr. Cheryl Stanley was appointed as the new Dean of Education, if you know Dr. Stanley I think she will do an outstanding job in that role. Also, Nanci Slavidio was appointed the Interim Vice President of Advancement and Community Relations as Vice President Kenneth Lemanski takes a leave of absence, to serve as Interim President of St. Joe’s in Maine.
15. The Board also approved the following list of potential honorary degree recipients, so look for them to be possible speakers or guests at graduation. The list included Dr. Amy Brunell Bass, Dr. Robert Caret, Ms. Deanna Clark, Ms. Ann Lentini, Ms Kathleen Damon, Ms. Kate Maguire, Ms. Danielle Steel, and Dr. Stephen J. Trachtenberg. If you would like to see more information on these people, or on anything I’ve talked about, I can answer any questions now or I can make these materials available to you.
16. Our next scheduled meeting is on Thursday, December 8th, at 6:00 PM in the President’s Board Room in the Horace Mann Center.
17. All College Committee: **No Report**
18. Long Range Planning Committee: Dominick Farbo
    * + 1. When you think of Long Range, what do you think of? You think of knowledge right? We believe that every day you should learn something new. The reason I brought up knowledge is because we are going to start some research, in regards to space utilization and needs. With this information, we will be able to figure out things like, how big the new academic building should be, some things that major’s need, that they don’t have now, or what places are good for majors. With this information, we will also determine that maybe we should propose to put 50 million dollars towards one building, or make it a 30 Million dollar building and use the rest to work on the other buildings.
        2. We, as a committee, feel that we have shown some love towards the Residential Part, the New Building, Ely, and the Dinning Commons also the Academic New building, Juniper Park and the Ely new offices, but we are not showing that much love to the non-residential, non-academic areas of campus, like public safety or Information Technology and Facilities in general. So they are now on our overall radar. This includes new places on campus or more gravy in our mashed potatoes.
        3. There is a forum scheduled for Friday, October 21st at 2:30.
19. Strategic Planning Committee: **No Report**
20. Alumni Report**: No Report**
21. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Stephanie Close*
22. All of you should have received an email, from Residential Life with a link to a survey. Please take the time to fill it out; it takes about 5 to 10 minutes. There are a lot of good questions, about housing sign ups, damage charges, and other aspects of Residential Life.
23. I met with Dr. Jon Conlogue, the Executive Director of Residential Life, yesterday and he said the community response plan is going well. I just wanted some feedback from you, about how you think everything is going.
    * + 1. **Amy Wing**: I like that it includes when and where the charges occurred.
        2. **Meaghan MacDonald**: I think it’s very helpful in the sense that we are able track where we are.
        3. **Lindsay Howe**: I have seen complaints that they don’t know how much the charges are, because sometimes charges are different amounts for the same thing, in Courtney Hall.
        4. **Josh Hettrick**: There may be a lack of information to those students.
        5. **Alicia Thomas**: I am actually a Resident Assistant in Courtney, and we do have all that posted.
        6. **Stephanie Close**: I do know that charges are more on weekends and nights are more than week days. There is a question on the survey on how you think charges should be divided (i.e. by section, floor, or building), please give your input on that.
        7. **Josh Hettrick**: There is a big difference between weekdays and nights/weekends, because we are paying maintainers extra. I will also be down next week to clarify more information.
        8. **Rebecca DiVico**: What is the purpose of the code for the survey that was emailed out? Because I did not use it.
        9. **Josh Hettrick**: There was a miscommunication with the company, and the codes did not get included, but they will be matched by the company. Students do not need that code.
        10. **Meaghan MacDonald**: What is the prize you can win?
        11. **Josh Hettrick**: 10 people will win gift cards for various amounts.
        12. **Rich Darrach**: The idea got brought up in Davis that charges should be sectional.
        13. **Stephanie Close:** that is one of the questions on the survey that got put out, so you are able to give your input on that and how you would like charges to be divided. I do know that Residential Life believes that more people have been turning people in and coming forward since the policy was implemented.
        14. **Lou Cimaglia:** I suggest that we hold the rest of our questions for Josh when he comes down next week.
24. I also have some openings on committees so if you still need a committee please see me.
25. There will be a Student Life meeting with the Hall Council Presidents on the couches after this 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: **No Report**
34. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Tony Iozzo*
35. There will be two student forum groups about the MyWestfield portal to get opinions on what you like about it, what is difficult about it and what features you would like to see on it. There is no set time or date yet, but there will be one in a first year dorm and one in another dorm. I will let you know when a date and place is decided, and if you’re interested. Start taking a look at MyWestfield and come up with some suggestions.
36. Academic Policies Committee: **No Report**
37. Curriculum Committee: **No Report**
38. Enrollment Management Committee: **No Report**
39. Campus Technology Committee**: No Report**
40. International Programs Committee: **No Report**
41. Institutional Assessment Committee: **No Report**
42. Academic Strategic Planning Committee**: No Report**
43. Library Advisory Committee**: No Report**
44. Learning Communities**: No Report**
45. VICE PRESIDENT’S REPORT-PROGRAMMING: *Brandon Burr*
46. Programming update: Brandon Burr
47. We have some events coming up, Trivia on Wednesday, October 19th with free pizza at 8:00 Pm in the Ely Main Lounge.
48. The Halloween Dance is this Saturday, October 22nd from 8:30 PM until 12:00 AM in the Scanlon Banquet Hall.
49. Say What Karaoke’s preliminary round will be next Wednesday, October 26th at 7:00 PM in the Ely Main Lounge. Please email the Westfield State University Campus Activities Board *Facebook* or see me after the meeting if you would be interested in participating. The finals are November 2nd in the Dever Auditorium at 7:30 PM. Remember the prize is a Limousine for 4 to New York City and 4 tickets to the NBC Studio tour. The judges for the finals are Ms.Laurie Simpson, Dr.Carlton Pickron and Dr.John Dempsey.
50. Brown bag bingo will be held on Friday, October 28th at 11:00 PM in the Ely Main Lounge.
51. Our next meeting is scheduled for, Wednesday, October 19th at 5:00 PM. in the Student Government Association Office.
52. Neighborhood Association Committee: **No Report**
53. Neighborhood Advisory Board**: No Report**
54. VICE PRESIDENT’S REPORT-FINANCE: *Stone Koury*
55. Finance Report: **No Report**
56. Foundation Report**: No Report**
57. SERETARY’S REPORT: *Krysta Livingstone/Amy Wing*
58. Executive Secretary Report: Krysta Livingstone
    * + 1. I just wanted to make sure that everyone has a mailbox. If you don’t have one, or your name is spelled wrong please let me know.
        2. Senator of the week forms are on my door. Please make sure you recognize your fellow senators.
59. Legislative Secretary Report: Amy Wing
60. Brittany Moniz is the big unit winner for the month of September. This is for doing the most units. Don’t forget about completing at least 4 units for the month of October.
    1. **Nicholas Newsome**: Just to be clear, commuters only have to do half the units, right? And does the big unit winner get a prize?
    2. **Amy Wing**: That is correct, and no they do not.
61. Please keep that committee sheet and contact sheet moving around the room.
62. If you don’t have a name tag, please see me after the meeting or if your name is miss-spelled.
63. As a reminder, please don’t move your seats as the seating chart helps Ross Beck accurately say your name.
64. PARLIMENTARIAN REPORTS:
65. Rules and Regulations Committee: **No Report**
66. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
67. Commuter Council: **No Report**
68. Senior Class: Meaghan MacDonald
69. To all seniors; sometime next week, when you sign in to MyWestfield, a survey will pop up, please do not ignore it and fill it out. It will take you under a minute to do. The survey is about gathering idea’s for Senior Week. The survey will be open until registrations. Make sure your pop-up blocker is not on, and tell your friends. We really want your feedback.
    1. **Tammy Adams**: When is senior week?
    2. **Meaghan MacDonald**: It begins the Tuesday before graduation.
70. Our next meeting is scheduled for October 19th at 4:30 PM in the Student Government Association Clubs Room.
71. Junior Class: **No Report**
72. Sophomore Class**: No Report**
73. Freshman Class: **Richard Darrach**
    * + 1. I move to appoint Steve Evans, Abby McMahon and Kylie Nelson as Representative to the Student Government Association for the Class of 2015. Motion Passed
        2. Our next meeting is scheduled for Thursday, October 20th at 5:30 PM in the student Government Association Conference Room.
74. Apartment Complex: Kevin Gallant
    * + 1. I move to appoint Christian White and Brian Lanciault as Representative to the Student Government Association for the Apartment Complex. Motion Passed.
        2. Our next meeting is scheduled for Friday, October 21st at 10:00 AM in the Resident Directors Office.
75. Courtney Hall**: No Report**
76. Davis Hall: **No Report**
77. Dickinson Hall: Victoria Landry
    * + 1. I move to appoint Aerin Andre to Dickinson Hall President. Motion Passed.
        2. We are also looking for a Representative to the Student Government Association. We will be holding interviews in the future.
78. Econo Lodge Housing: **No Report**
79. Lammers Hall: Hannah Persson
    * + 1. Lammers Hall will be hosting their annual Pumpkin contest on Monday, October 24th from 7:30 PM until 9:00 PM. there will be 25 teams of two and prizes for the top 3 carved pumpkins.
        2. Our next meeting is scheduled for Tuesday, October 18th at 9:30 PM in Lammers Hall Main Lounge.
80. Lansdowne Hall: Kaylen Vangos
    * + 1. I move to appoint Andrew Swan and Joyniqua Hall as Representatives to the Student Government Association for Lansdowne Hall. Motion Passed.
        2. We have filled our council since elections, Brittany Gingras is secretary, and Adam Rodrigues is our treasurer. We are still in the process of planning our first event.
81. New Hall: **No Report**
82. Scanlon Hall: **No Report**
83. UNFINISHED BUSINESS**: None**
84. NEW BUSINESS: **None**
85. ANNOUNCEMENTS:
86. **Rich Darrach**: the 2015 council meets at 5:30 on Thursdays in the Student Government Association Conference Room.
87. **Stephanie Close**: Can I see all hall Council presidents on the couches?
88. **Dominick Farbo**: Remember to go to the Forum on Friday, October 21st.
89. **Amy Wing**: Do not leave if you have not filled out the committee or contact sheets.
90. **Lou Cimaglia**: See me, in my office, if you are attending the Rays of Hope walk this weekend.
91. **Meaghan MacDonald:** 214 days until commencement**.**
92. ROLL CALL: Michelle Brown, Victoria Downs, Kaitlin Moriarty, Katie Morrissey, Anthony Oberg, Yadira Garcia, Jessica McKinnon were absent. Emily Hammel sent an alternate.

XVI. ADJOURNMENT: adjourned at 6:41 PM.