**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**April 09, 2019**

I. ROLL CALL: Erin Coulter sent an alternate.

II. APPROVAL OF MINUTES FROM April 2, 2019: Minutes were approved.

III. PUBLIC REMARKS: No Remarks

1. PRESIDENT'S REPORT: **Marcus DiBacco**
   1. Good evening, please welcome our guest from the department of Housing who is here to provide us with an update, hear to provide us with an update, hear our feedback and answer some questions.
2. **Dr. Hettrick**: I have some idea of what you guys might have questions about tonight. And we had talked about coming back down to talk about where housing stood following the housing selection for the fall and after some time has passed in the spring. So, I’m going to give you an update for what we are looking at for FY ’19-’20. Then, I will answer any and all questions you guys have
3. This is a slide from the fall when we were down here, it is reflective of the students that participated in the housing process, it includes both how many students had submitted housing applications, and then how many students actually ended up selecting housing by the conclusion of the process. So, we had 1750 students that ended up selecting housing by the time the process was done and just over 1800 students that submitted applications, 58 students had withdrawn from the process before the deadline before Thanksgiving break. This is the information we had shared with you at the conclusion of the process back in December.
4. What we are looking at now is the 1753 students that had originally selected housing or committed to housing for the coming academic year. Forty Nine of those students left the university between the fall and spring semester so we pulled them out of housing for the next academic year. Six students so far have been approved for release, 39 students have completed housing applications since the process closed, so that is accommodations of current students that changed their mind and want to go into housing for next year, as well as the new students that came into housing for the first time in January as new students to the University that have signed up for housing for next year as well. That leaves us with about 1737 current students as of today that are slated for housing for next year, or 73.26% of the current students that are in housing. Compare this to last year, we had 1732 students that had selected housing during the housing process, I know this would have taken place in the spring, and this would have been the last week of the process, we would have had no midyear maturation, because it would be after the semester break. We wouldn’t get new students until the summer break. So, that 1732 would have been a firm number. If you compare that to the occupancy that we had last year, it would have been 66.49% of the current students that were in housing at the time. Although the number of students look very similar, the percentage of students that we have in housing right now, versus the amount we have for housing next year is significantly different. That percentage difference is representative of 155 students being slated for housing next year, viruses what we would have seen last year. In other words, if 66.5% of current students had selected housing for next year, we would have 155 less students slated for housing next year, or 1582. On the surface right now, it seems like the process worked and we have had more people look to housing for next year. We still have to go through the summer, so by no means is that a firm number, that number has already fluctuated, and I expect it will continue to fluctuate, but this is our best snap shot as to what we are looking at for next year. We also promised you that we would continue the process that students with selected housing could move themselves around. To date, 184 students have changed their housing after the close of the selection process. So, of that 1750, 184 have decided that they want to move themselves somewhere else, into an available room somewhere. Sixty nine students have added themselves to waiting lists. Based on your feedback, we decided to hold back on the apartments and suites being part of the ability for students to move themselves around. We are filtering through the current seniors, juniors, and sophomores on that list to make sure we are prioritizing juniors and seniors for those open apartments and suites. A limited number of those have opened up so far, and we have been able to pull a few people into those. A larger number of those will open up after the close of the academic year, when we find out how many students are going to be withdrawing.
5. The petition for releases is something that is going to evolve over time. The biggest chunk of these typically come in after the fall bill comes out in July, students find out their Financial Aid for the coming year, that impacts their decisions often. They also have had significant financial changes, so once they know their reality at that point, so we get a lot more petitions at that point. We have had 26 petitions filed and you can see the breakdown there. A lot of them are still in review, some of them we have reached out for more information before we can rule on them. But, 26 students out of the 1750 that originally signed up, is a pretty small number to date that have actually submitted a petition for release thus far.
6. That’s all I have for you right now, I can try to pull more information for you, but that is a snapshot of what we have thus far.
7. **Dave Youngerman**: Is there information for the amount of petitions for release from last year?
8. **Dr. Hettrick**: As of right now, there would have been none, going into the summer and further beyond that we typically receive 40-60 depending on the year, it varies drastically, depending on the number of students that are upperclassmen that looked off campus options as well as those that have had significant changes that need to. The majority don’t come in until July or August.
9. **Joey Newlin**: What are some reasons that a student’s petition for release could be denied?
10. **Dr. Hettrick**: Typically, it is because they haven’t provided justification that would support breaking the housing agreement. So, more often than not it has to do with a student’s circumstances not changing, but have cited that they have changed their mind, or that they have committed to something off campus. We put together a lot of materials that include information about not making that decision before completing that process. So, signing a lease off campus before being approved to break our housing agreement, is unfortunately not justification for being released from the agreement. Students should be approved first, before they sign something off campus, before committing themselves to two agreements essentially.
11. **Frank Starkweather**: Under the ramifications of getting denied, sufficient hardship is one, I am wondering how a $4500 bill isn’t a sufficient hardship, when you can’t afford it?
12. **Dr. Hettrick**: If a student has had a significant change in their financial situation, that often times is justification. If a student hasn’t provided any information for what the change in their financial situation was though, we can’t use that information because we don’t have it. If the petition includes having signed a lease off campus and wanting to live there, that doesn’t give us any context to the financial situation of the student.
13. **Frank Starkweather**: So, providing documentation of the student’s financial state would help?
14. **Dr. Hettrick**: Yes, that is what most students do. They go through and have conversations with us about what has changed, sometimes it is a parent who has had a change in employment status. Sometimes, it is because they are taking on additional hardships themselves. Parents sometimes stop paying the bill, so they are taking on more hardship as well. There are a lot of different reasons they may be under more financial hardship than when they originally signed up for housing. But we need documentation to go off of for that.
15. **Keith Stratton**: I’m in the same boat as Frank, I did make a mistake, I know that now, of signing a lease before I got out of my housing agreement, but I really find it hard to believe that you have to prove sufficient hardship to get out of this contract. I feel like that is a bit unethical. If a student is going off campus to save money, I don’t see why you should be denying them that.
16. **Dr. Hettrick**: I want to be careful, because I don’t want to speak to one student’s situation individually, I want to keep everyone’s situation personal to them. When it comes to the housing agreement and being able to provide the services that students expect, if we have students sign the housing agreement and not actually hold them to that, then there is no way to predict or operate in a way where we can anticipate how much is coming in to be able to base all our operations off of. So, for students to at any time drop from that housing, you could envision a significant number of students leaving housing all together it puts housing in a difficult position to run the program and still run the programs for the students who are still going to be there the following year. There needs to be a point where we say you committed to housing, you need to be there, there is really nothing we can do to be able to run a program. As far as the unethical piece, take us out of it for a second, if you were to sign a lease off campus, then find one that is significantly cheaper, but just as nice, and you decide you are going to live in that one, you go back to the first one and say “I’m not living here, I found something that is better than you”, I am willing to bet they are not going to just say “Okay, we’ll go find somebody else”. The housing program on campus has changed significantly over the past five years. There was a time where if somebody came to me with a petition for release, I was more than happy to say “good luck, have a good day, there is no penalty, because I’ve got a laundry list of people to put into housing” Unfortunately, that is not where we stand anymore, that has not been where we stood for the past three years. We need as many of the beds on campus filled as possible.
17. **Cam Swan**: I was just wondering if there was an appeal process a student can go through if their petition gets denied? Is there another level they can go to?
18. **Dr. Hettrick**: Yes. They can go to the Vice President of enrollment management; Dan Forrester would be the next person to review those. Initially if someone has been denied and they come with additional documentation regarding their situation, I can re-review it and a lot of times they get approved. Students sometimes get denied because they didn’t give us any information at all, so we don’t have any idea of why they are requesting the petition. A lot of students will get approved in the long run, they just got denied because they didn’t give us anything to go off of.
19. **Thalita Neves**: How accurate is myHousing in real time? You mentioned that students either don’t come back for the semester or for next year, and they get pulled. I was just wondering what that process looks like for their roommates. I know that some students’ apartment doesn’t even show up right now, what’s up with that?
20. **Dr. Hettrick**: The only reason why the housing wouldn’t be showing up for the next academic year right now is because we just activated the orientation registration and it is confusing for the incoming students to see where they have been assigned for their session. But as far as housing goes, your housing is still the exact same as when you registered, we haven’t changed anything at all.
21. **Thalita Neves**: So, if a student isn’t finding their housing on myHousing, what should they do?
22. **Dr. Hettrick**: If they have questions about people leaving their space or openings in their room, by all means, reach out to us, but if you haven’t changed anything, then we haven’t either. It has been hidden. We use the housing to do new student orientation registration as well, we create halls based on the sessions in order to assign the students to those sessions. If they can see that, you can imagine all the questions, “I don’t want to be in that room, I don’t want to live with that person, I want to be moved, I don’t want to be in that session”. This happens every year since we have had the housing system in place. We have to hide future housing assignments because of that process. Nothing has changed, your room has not changed, your roommates have not changed, you have not been moved, you have not been thrown out of housing, you just can’t see it. It will be turned back on when orientation is over.
23. **Marcus DiBacco**: Can you just tell us when it will be unhidden?
24. **Dr. Hettrick**: When is the last day of orientation? June 23. They go back up on June 24.
25. **Sam Tsongalis**: In the fall, in your slide show, you stated that the petition to release fee, the $750 fine would apply if students decide to switch to commuting. Doesn’t signing a lease off campus count as switching to commuting because they are no longer living on campus?
26. **Dr. Hettrick**: I would assume that it is approved to love off campus, I would want to look at the slide again to see the wording. Students who want to move off campus and become a commuter after signing up for housing have to go through the approval process first.
27. **Sam Tsongalis**: Yes. In the slide show, it says a $750 charge would be implemented, it says nothing about being denied.
28. **Dr. Hettrick**: It’s a slide show, not the actual housing agreement, if I put that in there it would be 19 slides longer. The actual housing agreement lays everything out saying when a petition for release can be approved, and when it can be denied. And when the cancellation fee would be put into place. That is also in the petition for release application for when a student completes that.
29. **Dave Youngerman**: I have heard complaints from first years, and really every year, that people feel a sense of buyer’s remorse that they signed up for housing in the fall and now they don’t want to live with the same people anymore. I know that they are able to but it creates conflict. And I understand that there are 155 students that wouldn’t be here, but it seems that there would be less conflict if selection was in the spring.
30. **Dr. Hettrick**: That is because I haven’t shown you the number of students that move around in the past. We move around over 100 students after selection has closed because of the same exact conflicts and issues that arise in late April, the problem is, we are able to do a lot less about it because the new incoming students are selecting housing as well. We have been able to move more students around because we had more time to do so. If we kept the selection conclusion at the same time, it shrinks the amount of time students have to move around significantly.
31. Joey Joyal: Do you think that the petition denial issue is because housing was moved from the spring to the fall I guess what I am trying to passive aggressively say is that some students feel like they have been tricked into living on campus?
32. **Dr. Hettrick**: I would understand if students felt like that if we did everything we could to hide the fact that signing up for housing was a commitment to both the fall and spring of next year. It’s included in everything we put out. We put it in all of our materials. It’s included in the first publication that went out in September, the second, in the housing agreement when students sign it, and when students selected housing, and in the confirmation email in large, bold, red letters. In no way were we trying to hide this from students. What we have encouraged students to do is not accept housing off campus before they have been through the release process, so that they are not committed to two different agreements at that point. I understand why people would feel like that but we did everything we could to make students aware that it is a commitment to the fall and the spring.
33. **Scotty Howe**: Is there a tentative sign up process? A lot of students were caught off guard for the housing selection switch, students that did not have a definite of campus housing, signed up so that they had something definite. I think something like that would help. Something that says I don’t definitely want to live here, but maybe. If we don’t have one, could we add one?
34. **Dr. Hettrick**: There is not a tentative process, but something we do do, and should make more apparent is that students don’t have to sign up right away. While they are allowed to sign up for housing later, we can’t guarantee that apartments and suites won’t fill up. I think students felt that if they wanted an apartment or suite they had to pick housing early.
35. **Audrey Therriault**: What is the Res Life program to compete with off campus housing? I know off campus housing is often cheaper.
36. **Dr. Hettrick**: I would love to freeze the housing rates if I could, but the biggest problem we have is the off campus housing price difference. What we are trying to do is educate students on the benefits of living on campus. I have a lot of students that want to come in and switch rooms because of conflicts, if you sign an off campus lease, they don’t care what your conflicts are, you have signed that lease and you are going to pay for it no matter what. As far as cost, there is a reason that a lot of the renovation projects we want to do haven’t been done yet. When I was here earlier with Vice President Taksar, 65% of our budget goes to the state to pay for the buildings. Projects can’t happen because we can’t take on more debt.
37. **Audrey Therriault**: I understand all that, but as a student how do you think it looks in terms of pricing, do you know anything that any schools are doing to get students to live on campus? The idea of living on campus is great, but when it comes to money, students are going to take the cheaper option. I was wondering if you had a specific fiscal plan.
38. **Dr. Hettrick**: Short of cuts we have already made, which is a couple thousand dollars and are trying to make it cheaper, but our debt rates are going up. Right now, the best we can do is to try to include things in the price of housing. I was looking at some other colleges, and three that I know of are shutting down Res Halls all together because occupancy is as low as or lower than ours. This is not a Westfield State problem, it is a problem that is plaguing a lot of schools.
39. **Sam Tsongalis**: It says that 1737 students instead of 1732 with 26 petitions already applied aren’t you assuming that five more students looking at the same amount of students requesting to live on campus as when housing was in the fall? Meaning that housing is actually lower than last year?
40. **Dr. Hettrick**: The number that is not up there right now that would help is the occupancy rate of people living on campus right now, we have 2350, and last year it was over 2600 that is why I included the percentages, which stay consistent, is now much higher.
41. **Gianna Dean**: Do you have a specific timeline for housing for students who are going abroad? I found out seven days before I moved in.
42. **Dr. Hettrick**: The mid-year process is a three week period to turn around, this year, over 650 changes to housing, it isn’t just the incoming students that we need to place, it is also finding out who is not returning for the spring and during the first two weeks of January the academic appeals process is not yet completed. It takes a long time to figure it out. It is the most frustrating part for students and for us. To date, we haven’t figured out a better way to do it, unfortunately.
43. **Matt Michalik**: Out of the 184 students that changed housing after the process ended, do you know how many between the date it closed and the last day of the first semester?
44. **Dr. Hettrick**: It was Between 35-40, so about 140 changed this semester.
45. **Matt Michalik**: Thinking of ideas, would it be possible to open up housing selection within the first few weeks of the second semester? It would allow students to figure out if they want to stay on campus or who they want to live with.
46. **Dr. Hettrick**: Two concerns with that. The point of moving this process earlier was to retain housing for individuals that might move off campus. Also, I think moving it to the very start of the semester seems like it would cause a lot of student anxiety having just coming back. It is something I will defiantly take more feedback on.
47. **Liz Ferrara**: Can students buy out an open space in their room before the start of next year?
48. **Dr. Hettrick**: No, because we have already reduced the number of rooms on campus, we are going to create another 50-60 premium singles in Lammers right now, based on what we are expecting for occupancy on campus, so based on that it is going to reduce the number of students we can house on campus, and upperclassmen housing is the most popular housing we have on campus so taking it off line at the start of the year would be counterproductive in terms of getting students to live where they want to.
49. **Kaytlyn Mekal**: It seems like a lot of students are frustrated by how all this has gone about, so I was wondering if taking that into consideration if your department is strongly considering using the fall housing process again for the academic year?
50. **Dr. Hettrick**: If you don’t know, our department has undergone a lot of changes, splitting so that half our department reports to student affairs division and half reports to enrollment management division, we are planning on having director searches for those departments. We have been working a lot on that and not so much what our process is going to look like next year. I believe it will look similar, but I am not going to guarantee that until there is firm leadership in each position and they have spoken with the vice presidents as well.
51. **Olivia Gwynn**: What are ways to make more students want to make people live on campus. How can Res Life make the experience better? Maybe making things required?
52. **Dr. Hettrick**: We have tried that, it doesn’t work well, there is a big difference in making a first year go to something and making a senior go to something. That being said, the programming in Res Life is something looked at on an annual basis, the split in the department will allow for more changes in that aspect.
53. **Audrey Therriault**: You mentioned the splitting of the department, where is the money coming from to do that?
54. **Dr. Hettrick**: The budget is still being worked out, between the Vice presidents of Student Affairs, Enrollment Management, and Finance, so I don’t know what that is going to look like on that end of things. Both departments are looking at restructuring as well, so there will probably be a shift downward. It is something that will be looked at, but not until they know what it is that they will be doing
55. **Matt Michalik**: With the payment of new directors, will we see an increase in student fees for this or do you think that there is enough money in the budget.
56. **Dr. Hettrick**: The budget submitted to Residential Life, which includes maintainers in Res Halls as well as some in trades and some in public safety, in was all submitted in October, so I think that they will try to stick as close to that as possible. I’m sure that is being taken into account, and fee increase that was proposed is what it will be.
57. **Matt Michalik**: So when will we know what the process will be like next year? When the directors are hired?
58. **Dr. Hettrick**: I want to make sure it is a decision made at the University level, not just me in my office deciding what to do.
59. **Sue LaMontagne**: **Point of information**, the personnel cost, the collective salaries for all the residential life staff is not going to change at all, so the directors are being absorbed into vacant positions, so it will not increase any costs. We are in the process of hiring one director now, and I would think the process of housing with Dan Forrester the VP would be made sometime in the earlier summer. Also, happy to have Dan come down with Josh to talk about it.
60. **Ethan Goodfellow**: I know this past year when SGA was informed, a lot of people felt that students weren’t included in the decision. Can you get students informed and involved in this?
61. **Dr. Hettrick**: We understand that you all felt that way. That is why we came down in the fall, to talk about that. When that decision is made we will get that information out to the campus as soon as possible.
62. **Giana Dean**: In regards to the timely manner I talked about earlier, are you the main contact for housing? I know that you are busy, so who should we contact if you can’t reply in a timely manner?
63. **Dr. Hettrick**: One way we have increased connectivity with students is to have them email the housing email address: housing@westfield.ma.edu. More people have access to that account. Kevin Brenzel one of the people that helps manage that email address. The best way is to email that email or to call our main line: 5402.
64. **Owen Azevido**: If someone is going abroad in the fall and wants to live in an apartment in the spring and can afford to pay for the room even if they are not living there is that doable.
65. **Dr. Hettrick**: No, because we are talking about the most popular housing on campus, so reserving that space is not something that most students are for because it prevents a lot of them from getting that housing. We have also told students how much that would be and that generally turns them off.
66. **Dave youngerman**: You’ve done a great job today coming down here, so thank you. A lot of SGA felt that they weren’t informed for the process of this year, last year and it sounds like it is going to be the same process next year, and the decisions being made this summer feels like a repeat of last year. Is there any way we can move this director and final process to before we are out of school?
67. **Dr. Hettrick**: That is above my pay grade, I don’t think it is the same because I have come down here three times this year and I’ve learned what you guys want for this process, I’ve heard you loud and clear in terms of the concerns process. This is already different than last year because we didn’t have that when we had to make a decision between May and August, when we had to address the concerns of the consultant. We are going to take this into consideration. I think it is different, but I understand that it may feel similar because you are not going to be on campus when that decision is made.
68. **Liz Ferrara**: Will you consider sending out a survey to all students that aren’t in this room.
69. **Dr. Hettrick**: We have done that in the past, and will likely do it again, to all students. We get about 900-1000 responses to the survey about housing selection specifically.
    1. Thank you Josh. Also joining us today will be Tom Convery from Intuitional Advancement to get us ready for Give a Hoot? I have seen many of our class presidents taking an active role in campaigning for Give a Hoot and before Tom comes up to speak, I just want to say keep up the good work. Welcome Tom.
70. **Tom Convery: L**ifetime owls have a paint night April 22 and people want to know what we are painting, we are painting a black squirrel**.**
71. The battle of the classes we are going to have a Telethon, much to changing of the host, Giana Dean, who has lost a job. We were spreading ourselves too thin, we didn’t have enough people to do it the right way.
72. I know there is a lot of people that will say they don’t have money to give tomorrow, that’s okay. I know not everyone in this room has money, but almost everyone has Westfield gear. Wear something that says Westfield State tomorrow. Please take pictures and spread the word. We will be in the Dining Commons and Wilson. In the Dining Commons in the morning from 11:30 am-1:30 pm, and at night from 4:30 pm-7:30 pm, Wilson 9:00 am-3:00 pm both days, and the Dinning Commons on Thursday, from 11:30 am-2:39 pm when it is supposed to end.
73. The TV out here near Dunkin Donuts, the three in the Science Building, and a laptop in Wilson will be playing the videos we recorded.
74. On Saturday and Sunday while you were enjoying the warm weather, Paige Pressey here was working away, getting everything ready, and making the pages all set and working, so I want to give her a shout out. Thank you so much.
75. Online, there is a $5.00 minimum that students can donate, we can’t go any lower than that. We ask for $10.00 for faculty, staff, and alum, and $5.00 from students. You can donate online to specific scholarships. We organized and emailed everyone that donated to a scholarship in the past, asking them to donate again.
76. When you see the post go up tomorrow, we are starting at $1500 which is a nice start to get to $50K.
77. On Saturday, April 13 we had the CJ hall of fame, Mike Reid, Giana Dean, Marcus DiBacco, and Thalita Neves, we had some phenomenal honorees. Everyone was amazing, students, speakers, and honorees. Thank you very much, and let’s give a hoot tomorrow.
    1. Thank you Tom.
    2. I would like to take a moment to mention something happening outside of school that was brought to me by Sue LaMontagne and Pat Berube. Next Thursday, April 18, there will be a community forum on the closing of behavioral services at Noble Hospital. This forum will be held at 6:00 pm at the Westfield Public Library located at 6 Elm Street. Behavioral services provide support and inpatient care for those suffering from mental ailments. I obviously don’t need to remind anyone in this room or on this campus of the importance of mental health. It is a problem on all college campuses and having a facility dedicated to this area of medicine right up the street is a huge benefit. Our own Tammy Bringaze will be a panelist on the board presenting to the community. Also some of exec including myself will be attending the forum. Please see me if you are interested.
    3. Items not listed on the agenda.
78. BOARD OF TRUSTEES' REPORT: **Cameron Swan**
    1. All University Committee**: No Report**

B. NEASC Steering Committee: **No Report**

C. Strategic Planning Committee: **No Report**

D. Student Advisory Council: **No Report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE: **Thomas Howard V**
   1. Today I met with both Josh Hettrick and Jen Gould from Res Life, but I will only be reporting on the Residential education piece of our meeting due to Dr. Hettrick’s presentation. Res Life is about half way through the RA selection, and will have the results no later than April 19, with this Wednesday evening, Res Life will be organizing some RA appreciation items.
   2. I will also be moving my bi-weekly meetings with Res Life to every week until the end of the semester, while also having my bi-weekly meeting with Sue LaMontagne and Shannon Broderick. If you have any questions, comments, or concerns that you would like me to bring up at our meetings, please email me at [VPstudentlife.sga@westfield.ma.edu](mailto:VPstudentlife.sga@westfield.ma.edu).
   3. Student Affairs Committee will be meeting next Friday, April 19 due to my absence this Friday. We will be meeting in our usual venue in the Dunkin Donuts Conference Room E003 at the usual time of 1:40 pm until 2:55 pm.
   4. Student Affairs Committee: **No Report**
   5. Diversity/Inclusion Committee: **No Report**
   6. Food Services Committee**: Elizabeth Ferrara**
2. If you are having any problems, especially with an allergy friendly food option or with anything in the DC that you can always talk to a supervisor so they can help you figure things out. Supervisors are the ones in the blue and white checkered shirts. You can also talk to a manager, like Matt or Maria. If for some reason you can’t find any of them, you can go ask the cashiers because they have walkie-talkies to get in touch with any of them, and they will come help you out.
3. If you are at all worried about mixing up the marinara and meat sauce at the past station, pay attention to which container the server takes from, because the marinara is always in the front and the meat sauce is always in the back.
4. Just a friendly reminder, please don’t take any utensils from the DC. In September, dinning services purchased over 2,500 cups, then an additional 500 cups for the start of the spring semester, and we are now down to around 400 cups. In case you were curious, those cups are $2.98 each. We have less than 200 bowls, which are $4.00 each. While dining services expects some resources to be taken, they have lost about 12 grand in service wear a year, and this year has had a high rate of theft of these items. That being said, there are bins in all the Res halls where you can drop off any plates, bowls, cups, utensils etc… that you have from the DC and wish to return. Don’t worry, you won’t get in trouble or anything, the DC just wants their stuff back.
5. Also, please use the tongs provided at any self-serve stations, don’t be gross.
6. **Krista Galeta**: The bin in Scanlon hall is overflowing, and no one has come to collect it.
7. **Liz Ferrara**: The RA or RD is supposed to call dining services to have someone pick it up, so I’ll let Maria Lees know and she will send someone to switch it.
8. **Sam Tsongalis**: The bin in University hall is not there. Also, we brought up the severe peanut allergy at food committee, and the response was that they can’t eat there.
9. **Liz Ferrara**: Maria Lees said we should email Sara, so we can draft an email together later.
10. **Marcus DiBacco**: In regards to the marinara, is it front to us or front to them.
11. **Liz Ferrara**: Front to them. Closest to us is the meat sauce, closest to them is the marinara
12. **Giana Dean**: Do you think that the DC will ever get to-go containers so that people stop stealing?
13. **Liz Ferrara**: No, I doubt it.
14. **Dave Youngerman**: Is this going to affect pricing for our bills?
15. **Liz Ferrara**: No, it happens every year,
16. There is no food committee meeting tomorrow, April 10 because there is Pizza with the Candidates in here at 4:00pm.
    1. Parking Control Board: **No Report**
    2. Student Athletic Advisory Board: **No Report**
    3. Substance Advisory Committee: **No Report**
    4. Veteran’s Affairs Report: **No Report**
17. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: **Madeleine Scott**
    1. I have a couple academic affairs updates for you all so listen up.
18. Some of you might remember that at this time last year, there was progress towards changing the common core and revamping what that might look like. However, that process was halted this year due to the work to rule situation going on with faculty and it is still to be determined when it will pick back up.
19. One change to the core has passed through curriculum as it pertains to Comp. one and two for first years. The proposed changes would mean first years take a four credit fall semester composition course, and that the second part of the composition curriculum would take place within that student’s major, at the discretion of department heads. The logistics of this plan are contingent on discussions with department heads and on the proceedings of the potential new common core. I want to make clear that although this has passed through Curriculum Committee, there is much more discussion and this will not be implemented in the immediate future, but allows it to be an ongoing actionable discussion.
20. There is an ongoing search and hiring process to fill 16 full time tenured faculty lines, none of which are new positions. One of these is from CGCE, two are carrying over from a failed search last year, and 13 are from this year. These are not new positions, but are positions that need to be filled either from a faculty member retiring, resigning, etc.
21. I want to also offer congratulations to all of you who have been inducted into academic honor societies as those roll out this spring.
22. **Dave Youngerman**: I brought up the financial literacy classes for core, is there anything we can do further?
23. **Maddy Scott**: It is at a bit of a standstill, but will probably be brought back up soon.
    1. Academic Policies Committee: **No Report**
    2. Curriculum Committee: **No Report**
    3. Enrollment Management Committee: **No Report**
    4. International Programs Committee: **No Report**
    5. Academic Technology and Information Services Committee: **No Report**
    6. Writing Liaison Committee: **No Report**
    7. Guest Lecture Committee: **No Report**
24. VICE PRESIDENT’S REPORT-FINANCE: **Thalita Neves**
    1. Finance Committee: **Thalita Neves**
25. The Finance committee received two Finance Proposals from clubs last week.
26. The first one is from Circle K. Outlined on the projector is the funds that they are requesting. They are asking for this money in order to attend a conference in which they will be able to strengthen their E-Board, participate in service projects with international members and attend guest speaker lectures. They are requesting a total of $2,204.00 for the conference. $1,250.00 will go towards registration for the event and $954.00 towards hotel accommodations. Upon review of the requested amount, the Finance Committee endorsed this proposal.
27. **Tommy Howard**: Is there a theme of the conference and what will you be learning there?
28. **Circle K Representative**: There isn’t a theme, we are doing exec board building, and interacting with international members. We are going to enhance our club and other clubs on campus, we want to try something new. It is a district convention.
29. I move to allocate $2,204.00 to Circle K. Motion passed.
30. The second Finance Proposal came from the Nursing club. They are requesting $300.00 for a bus rental in order to go to the “Real Bodies” exhibit at the Connecticut Science Center. Upon review of the requested amount, the Finance Committee endorsed this proposal.
31. I move to allocate $300.00 to the Nursing club. Motion passed.
    1. Foundation Report: **No Report**
    2. Student Organization Council: **No Report**
32. VICE PRESIDENT'S REPORT-PROGRAMMING: **Matthew Howe**
33. Campus Activities Board**: Matthew Howe**
34. This week end on Thursday, April 11 there is Thrifty Thursday at 9:00 pm in the Owl’s Nest. The DIY craft this time is making terrariums. That’s a fancy work for saying hanging plant in a jar.
35. Next week there is a 90’s Trivia in the Owl’s Nest on Wednesday, April 17.
36. The DC Cooking Competition is on Thursday, April 18.
37. CAB is having a bonding event tomorrow, April 10 so there will be no CAB meeting. Just a reminder that everyone who is going on the bonding trip, the bus leaves from the front of Scanlon at 4:30pm so don’t be late.
38. The next CAB meeting will be on Wednesday, April 17 at 5:00 pm right here.
39. Neighborhood Advisory Board: **Olivia Gwynn**
40. I talked to Brent Bean from the Neighborhood Advisory Board about the Spring Social. This event takes place in the Dining commons, and is a really great event to help strengthen the relationship with our neighbors of Westfield State.
41. Postcards are sent to neighbors, inviting them to a dinner here at the school. Brent is anticipating about 100 neighbors to attend this event.
42. Brent and I are looking for about ten students to come to the event and just give a brief speech about their experience here at Westfield. The intention of this event is to show how we are bettering Westfield, as well as interact with the people who live in the City of Westfield.
43. If you, or anyone you know are interested in speaking briefly at this event, please see me after the meeting so we can talk a little bit more.
44. This event will be held on Wednesday, April 24 at 5:00pm in the Dining Commons.
45. This is a really good event for community building, and it would be awesome if we could get a good turnout of students to attend.
46. **Cam Swan**: Have you talked to local business owners to be part of NAB? Maybe they could have a discount night, or something like that
47. **Olivia Gwynn**: I can definitely bring it up.
48. Community Relations/Fundraising Report**: Olivia Gwynn**
49. The second Blood Drive of this semester is right around the corner, and I’m going to be looking for people to sit in the DC to sign up donors. The Blood Drive is April 17, from 1:00 pm until 7:00 pm in the Parenzo Gym.
50. We are going to need people to sit in the DC at the end of this week and the beginning of next week.
51. We were experiencing scheduling issues the last blood drive because of students signing up on the written schedule, as well las people signing up online. So this blood drive we are only going to have people sign up online.
52. While sitting at the table, you will help students make their online appointments, if they need help. Flyers at the table will have the website donors can go to make their appointment. I think this method will be a lot easier for both students, and us as volunteers.
53. I’m going to pass around sign-up sheets for the DC and for the day of the blood drive. Both of these count as an office hour, so please sign up.
54. **Maddy Scott**: Are you still taking walk-ins?
55. **Olivia Gwynn**: Yes, if there is available slots.
56. **Matt Michalik**: Is there a QR code for the link?
57. **Olivia Gwynn**: Yes, it’s on flyer
58. **Courtney Smith**: Signing up people for the blood drive and volunteering at the blood drive count as office hours, but donating does not.
59. **Olivia Gwynn**: If you donate, you are entered into a raffle to win a replica of the throne from game of thrones.
60. SECRETARY'S REPORT: **Elizabeth Ferrara/Courtney Smith**
    1. Executive Secretary Report: No Report
    2. Legislative Secretary Report: No Report
61. PARLIAMENTARIAN REPORT: **Jacob O’Kane**
62. Rules and Regulations Committee: **Thalita Neves**
63. As many of you are aware we are trying to restructure Hall Council. The plan is to make half the people who represent the hall be programming based and work in tandem with RHA and have the other half be Hall Representative so the SGA Senate. To do this exec has come up with two amendments to implement the changes that have been approved by the Rules and Regulations Committee. Now one amendment is to the main position of the constitution and the other is a change to the bylaws.
64. We’ll first look at the change to the main constitution; it strikes the Hall Council presidents from the legislature and changes Hall Council representative to Hall Representative. So, to approve this we need a 2/3 vote today then next week to implement it we’ll need a 3/4 vote.
65. I move to amend the constitution as written. Motion passes.
66. **Daniel Armany**: How many reps will there be per hall?
67. **Marcus DiBacco**: We are just getting rid of president; the rest are the same.
68. For the second amendment this one being to the bylaws, is just changing the wording of Hall Council elections to Hall Representative Elections. For this all we need is a 2/3 vote today.
69. I move to amend the bylaws as written. Motion passes.
70. Our next scheduled meeting is April 16.
71. Constitutional Review Committee: **No Report**
72. ADVISORY COMMITTEES:
    1. Advisory Committee on Facilities Planning: **No Report**
    2. Advisory Committee on Academic Planning: **No Report**
    3. Advisory Committee on the CURCA**: No Report**
    4. Advisory Committee on Budget Planning: **No Report**
    5. Advisory Committee for Equal Opportunity, Diversity and Affirmative Action: **No Report**
    6. Advisory Committee for Vice President of Student Affairs Search Committee: **No Report**
73. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
74. Commuter Council: **No Report**
75. Senior Class: **No Report**
76. Junior Class**: No Report**
77. Sophomore Class: **No Report**
78. First Year 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 Place: **No Report**
85. New Hall**: No Report**
86. Scanlon Hall: **No Report**
87. University Hall: **No Report**

1. UNFINISHED BUSINESS:
2. NEW BUSINESS:
3. It was moved and seconded to open New Business.
4. **Matt Jacques**: What is the new business?
5. **Scotty Howe**: Last week we talked about how we wanted to talk about the president.
6. **Joey Joyal**: We represent the student body, and there has been a lot of talk about the president but we have not talked about it. I feel it is our job to talk about it, even if we decide to do nothing, I think we should talk about it.
7. **Marcus DiBacco**: I move to take a five-minute recess. Motion passes.
8. **Scotty Howe**: We talked about taking a stance, I don’t think we should stay neutral, also I don’t think vote of no confidence. I think we should write a letter with measurable goals, one thing we talked about was him having three open office hours. If that is something we want to do, I’d be happy to write it with whoever wants to write it.
9. **Marcus DiBacco**: I agree.
10. **Mitchell McKittrick**: I agree.
11. **Tommy Howard**: I would make sure to word it carefully, make sure it doesn’t sound like an ultimatum.
12. **Scotty Howe**: We will read it so we can make sure the wording is nice.
13. **Joey Joyal**: I know a lot of students wanted a vote of no confidence, but I think a vote of no confidence is a bit extreme. It is like a cycle, things don’t change, so having measurable goals will be helpful.
14. **Marcus DiBacco**: Before I forget, the president, at pancakes with the president told me that he wants to come down to SGA once a month.
15. **Olivia Gwynn**: Could you ask him to walk around campus more and talk to students?
16. **Kaytlyn Mekal**: When he does his office hours, could he go around to different halls, like Wilson one day, Bates another, this way he can get to know other people on campus as well.
17. **Audrey Therriault**: I would like to be involved in this, is there a way we can figure out a time to get together to draft this.
18. **Scotty Howe**: We can find a time, to get together with whoever wants to be involved.
19. **Thalita Neves**: I like this idea, but I think we should be mindful that he is the President and he is busy lobbying for the University.
20. **Dave Youngerman**: We don’t know what the role of the President actually is.
21. **Sam Tsongalis**: You guys make good points. But what is our end game with this letter?
22. **Scotty Howe**: When he was here, we voiced concerns, if we have to make them measurable, then we do want a vote of no confidence, we can then say we asked you to do things and you didn’t. I want to be very clear about our requests.
23. **Mitchell McKrittrik**: I am behind this, I like the concept of airing our grievances first, before a vote of no confidence, and this gives him a chance to listen.
24. **Joey Newlin**: At 60 minutes with the president, he said he was trying to get open office hours in Ely, so I think he would be open to that. I think this is a problem because our Exec Board took a hard line neutral stance before we really talked about it, I think this should be a lesson that we should learn to discuss more.
25. **Audrey Therriault**: To put another frame on the conversation, I would rather look at this as a way to help him succeed, I would like this to be a productive and conversational tool for us and him. Maybe we don’t finish this semester, but we will get it started.
26. **Maddy Scott**: Leaders of educational institutions have their own measures of success that is something we should focus on. While it is important to give feedback when wrong, but it is equally important to acknowledge when someone is doing something well.
27. **Giana Dean**: I was also at 60 minutes with the President. I think it is important to remember that you take initiative with him. Say hi to him when you see him around campus, and if you have a concern bring it up to him, because he may not be aware. Email him at president@westfield.ma.edu or email Sue LaMontagne if you have a concern.
28. **Dave Youngerman**: The president isn’t doing anything in spite of students, we are only here for a short time, he is here long term. I think we should show him a little bit more respect and forgiveness, I think we could learn something.
29. **Scotty Howe**: I agree that we should send a positive letter as well, but the reason we are talking about this is because students have complaints, I also think we should address what is wrong. I think we should also put in that he needs to be better at responding to email.
30. **Drew Dalton**: I don’t think this letter should be written as SGA to the President, but students in general, so when we are drafting it, maybe send an email to everyone so they can get involved. Also what do we want besides more availability, we should be more involved with decision making.
31. Cam Swan moved to close new business. Motion Passed.
32. ANNOUNCEMENTS:
    1. **Dave Youngerman**: The Class of 2020 and the Class of 2022 are putting together the annual Buzz Off, it is April 28 from 12:00 pm until 3:00 pm in the Owl’s Nest. If you want to donate, go to [www.onemissionbuzzoff/wsubuzzoffannual](http://www.onemissionbuzzoff/wsubuzzoffannual).
    2. **Matt Michalik**: The Westfield 350th is this year, Sue LaMontagne sent out an email with a survey for three words that you think of when you think of Westfield State University which is going on the t-shirts.
    3. **Liz Ferrara**: Pizza with the Candidates is tomorrow at 4:00 pm. Please come and let me know if you have any questions.
    4. **Olivia Gwynn**: The sign-up sheet is still going around, please sign up if you have time, also if you are interested in speaking at the Spring Social for NAB see me after the meeting.
    5. **Tommy Howard**: There is an Ice Cream social tomorrow in Ely second floor starting at 3:00 pm in the CURCA center.
    6. **Mitchel McKittrick:** Can I briefly see diversity and inclusion committee after the meeting**.**
    7. **Cam Swan:** State House Day went great, thanks to all who came, and investment subcommittee will be meeting tomorrow at 9:30 am in the President’s Board Room**.**
    8. **Giana Dean:** The Step Team has their last completion this weekend in Southern Connecticut, we are providing transportation, and you can sign up in the SAIL office.
    9. **Marcus Payne**: 39 days until commencement

1. ROLL CALL: Erin Coulter sent and alternate.
2. ADJOURNMENT: Meeting adjourned at 7:26 pm.

*To ensure the courtesy of others,*

*Please refrain from ANY cell phone use during the meeting.*

*Please also note that for accurate record keeping purposes, SGA meetings are recorded and kept on file by the SGA Executive Secretary.*