**Student Government Association Minutes**

April 19, 2016

1. ROLL CALL: Andrew Morin, Danny Chamberlain, Michaella Tretheway, Imani Hill and Rachel Dunphy were absent. Ally Bancroft sent an alternate.
2. APPROVAL OF MINUTES FROM April 12, 2016: Minutes were approved.

1. PRESIDENT’S REPORT: *Evelyn Dina*
2. For our first Speaker this evening, we have Tom Raffensperger, the Dean of Academic Technology here to revisit a conversation we had a while back regarding printing. Welcome Tom.
3. **Tom Raffensperger**: Hi there, thank you for having me here. I noticed outside my window today that students were planting three trees, which was really nice. I labeled my presentation Recycling to Reduction; many of you may have heard the phrase ‘reduce, reuse, and recycle’, and reduction means never using the stuff in the first place, so we recycle a lot of stuff and that’s okay, but there are problems with it. This slide should give you an idea about fossil fuels and the time and energy that goes into recycling. The whole process of recycling is good, but it still takes a lot of energy and has a big carbon footprint. We are really good at recycling, but there is something in there that is not too much to be proud of. We toss out a lot of paper, and it costs a lot of money, so that’s something I want to work on.
4. I have some data on paper use, students on the left side and pages printed on the bottom. It shows that most students use very little paper and a low amount of students use too much paper. What we want to do is cut off the long tail to the right and reduce paper use. The largest number of pages printed from one student in 2015 was 29,265 pages. We have some work to do and things to correct. The average amount of paper used per year from a student is 263 pages, we are proposing an allowance or allocation of paper, and then beyond that, students would pay.
5. I’m coming to you with this difficult request for your endorsement for this, and once you see how it works, I hope you’ll agree that it’s a good idea. The idea is to have the proposed allocation of 400 sheets of paper, so if you use up to 400 sheets per year, you don’t pay anything. Above that, its five cents per page. I say page because if you print double sided, you save money. What this means is that at current levels, if no one changed their behavior, 80% of students would end up paying nothing. This isn’t really designed to take money out of student’s pockets; it’s designed to encourage people to think about hitting the print button. That of course means that 20% of students would pay, and that’s under current usage, programs like this that have been instituted have caused numbers to change so that less students pay, which is really what we want.
6. A question that came up was how this compared with other institutions. One thing to note is the five or ten cent charge, my proposal is five cents per page. Another question that’s come up is what about faculty and staff, and I think that’s a really fair question. There are some ways in which faculty and staff are encouraged to conserve, but I think we all know some faculty members who probably print a little too much. What we want to do is engage with faculty, including some training, to make them aware especially if students have to pay for printing. Also, the administration continues to work on increasing paperless processes. In the five years since I got here, a bunch of the processes became paperless like our hiring system and timesheets. What would success look like? If every student used under 400 sheets of paper, we would save a lot of money, I say students would pay nothing for extra paper, again that’s if they don’t go over the 400 limit. We’d save a lot of trees, I was very curious about this and found some data about what this could mean, and they’re pretty big trees, and it’s a little ambitious a goal, but I hope we can get pretty close to that. With financial impact, this is not a way to nickel and dime students. When I first had the chance, I eliminated library overdue funds because I didn’t like the way it was nickeling and diming students, so that’s not what we’re doing. Of course, corollary to the library and also the library director, if you don’t bring the book back, we’ll charge you for it, but the little overdue funds were annoying for everyone.
7. The university basically loses money on paper; selling paper to the students isn’t a winner for anyone. For an example of how much it would cost for someone who needed to use more, a student uses double the allowance, almost three times the current average, the student only pays ten bucks. I’m going to leave you with this idea of when you consider free printing, think about who’s really paying especially for the waste. I heard a tour guide bringing prospective students through telling them that printing is free, so who do you think pays for that free printing? You are paying; you’re just being billed for it in a different way. This is just a way of raising awareness that you do pay for it, you already pay for it, and this will let you think about that every time you go to print. Most of you won’t have to think too hard about it because you already use paper responsibly and reasonably, but I think this is important.
8. Also the taxpayers, there’s a lot of talk about inefficiency in waste in state institutions, and we want to cut that out. In conclusion, from recycling to reduction, we’ll save money, save some trees, and really reduce our carbon footprint a lot. What I’m asking for is for your support for this program.
9. **Brandon Trafford**: Where would the money be going? Would it be going back to the students in the form of financial aid, would it be coming off of student bills? If you guys save $15,000 from paper expenses, where does that money go?
10. **Tom Raffensperger**: The way that would work, sort of by default, is that we started doing zero based budgeting where we put in budget lines for everything we expect to spend, so then if we saw a reduction, we would simply reduce it in our budget line and make that a lower request. Fortunately, the Vice President of Administration and Finance is here, but I know that money going back to students is definitely a priority. For my unit, it would go back to the university level, and then it would be dealt with at that point as a priority.
11. **Cam Swan**: I was wondering if we could raise the maximum paper limit above 400 because I do really feel as though it gives us an edge. When we talk about printing on tours, we do get a reaction from it, so I would suggest making a higher maximum.
12. **Tom Raffensperger**: What I will do is bring that back to cabinet and suggest that, because I know that they’ve talked about it in the 400 level or so, but I’ll let them know.
13. **Michael Guertin**: What if we have people that are involved in things like SGA or clubs where they need to have a lot of posters and such printed out very often?
14. **Tom Raffensperger**: That’s a really good question, I think that what we would have to do is work out, within club budgets, how to do that, I don’t know if we could set up accounts for clubs. I haven’t really gone into that detail yet, but I know at some other institutions, clubs have budgets for printing, and we’ll do it that way.
15. **Sean Bacon**: Is this measure on these figures just relating to library printers, or all the printers on campus?
16. **Tom Raffensperger**: It’s only the printers with the card swipe on it. We’re aware that there are a couple of printers on campus that people print to without a card swipe, and we’ll be installing a card swipe on them. Another thing I should say is that another suggestion that came to us was to get a color printer for the library, and I don’t know how much the charge would be, but we would figure out some greater amount for that.
17. **Sean Bacon**: If that is the case, then would you implement this into all the printers? I feel as though the printers in the library get used a lot, but so do the printers in Wilson and they are used a lot more.
18. **Tom Raffensperger**: Yeah, that’s our intent. Anything used by students, we would like to get a card reader installed on it.
19. **Dana Kilby**: I was wondering if there was a possibility that we could have a master ID key for departments if they do require us to print extra so it’s not taken off our budget.
20. **Tom Raffensperger**: Again, we want to be accountable for who’s printing what and for what purpose, so it’s just a matter of figuring out how we’re going to do that. We’re not sure, but we’ll work on that. The other thing is that I have a lot to learn about this, but we’re all working together to make this work.
21. **Maddie Creamer**: Do you have any plans to work with faculty and staff members? I know my roommate’s a sports med major and I have friends that are in nursing, and a lot of their professors make them print out 70-80 page slides, so do you have plans to work with them on limiting that?
22. **Tom Raffensperger**: Yeah, I hope that we can all together work towards acquiring these things. One thing we’ll do is some training in the faculty center on reducing paper use. One thing I find is the best appeal I can make to faculty is on your behalf, when I say this is going to cost more for your students, very often they pay attention. If I’m just administrator guy making noises, they sometimes don’t listen. It’ll be us working together to let them know the impact their requirements are having.
23. **Shannon Cullinane**: Is this same process going to be used for academic departments, because I’m pretty sure they don’t get billed but Academic Affairs does. Is this whole idea wrapped around students, or also faculty too?
24. **Tom Raffensperger**: Right now, departments are budgeted for paper, but the department chair will know how much is spent, so they do have some incentive at this point to try to reduce it. I think that it’s just going to be more of an educational process for now.
25. **Matt Carlin**: My issue is with the fact that we’re already paying for it; I know a lot of times that fees are generic and end up being reallocated for other purposes, like the technology fee. I fear that this will be the next one of those, we’ll save money and the fees won’t go down, and the fee money will either be swept or reallocated to another area in the university that students may not want the money going towards.
26. **Tom Raffensperger**: I understand, and one great thing about working here is what we spend money on is really transparent. You can find right down to the penny where our money goes, and I think that’s a good thing. I’ll bring it up, I know it’s important, but I don’t know if it’s realistic.
27. **Matt Carlin**: I think I’d rather just say that when this goes through, I’m just hoping that we will be shown the difference in fees regarding whether or not the policy would have been implemented.
28. **Brandon Trafford**: How would the students be billed?
29. **Tom Raffensperger**: It would go on their student bill, but that’s from an initial talk with student accounts. We’ll see how it works.
30. **Ryan Losco**: Maybe we could potentially do this as a pilot program, since we’re talking about education we can educate students about it and have an understanding rather than telling them that there’s a new policy and that’s what it is. That way, you can test out different options, about certain variables in the program.
31. **Tom Raffensperger**: That’s a really good idea.
32. **Michael Guertin**: Will there be a way to check how many pages have been printed throughout the semester?
33. **Tom Raffensperger**: Yes.
34. Thank you Tom. Next we have Sue LaMontagne Dean of Students, here to speak to all of you about a way we can all help advocate funding for collective bargaining agreements at state colleges and universities.
35. **Sue LaMontagne**: Hello everyone! I want to take a few moments to frame this discussion for you because it is critical, I hate the fact that we have to be here asking for help to advocate for yourselves, but sometimes the state doesn’t come through the way we would ideally like them to. As you may know, we have unions on our campus; we have a faculty union, an administrative union, and a clerical and staff union. When you work here as an employee in any one of these unions, which a large number of our employees do, you do not get raises like you might in the business world. You don’t get to go to your boss and say hey, I did that really good project last week; can I get a merit raise for that? That doesn’t happen usually. The way that you come up on your raises is through collective bargaining, meaning that your union statewide sends representatives to the table through the unions, and then they bargain at the state level. Ultimately, the Department of Higher Education agrees to these contracts at a state level. Keep in mind that the Department of Higher Education and the governor are connected.
36. Three unions negotiate their raises every few years. For some time now, even though the state negotiates and approves those raises, they do not fund them. They instead tell the universities, Westfield State in your case, that they won’t be giving us the million dollars’ worth of employee’s raises your employees will be getting in January and to find it in our budget. Who pays for those raises? We would have to take the money out of university funds, which then prompts the question about raising student fees because it’s a pretty big amount of money.
37. At the very end of last week, we got word that the budget did not include the money for raises, so the state is not going to fund the raises that have already been promised. They’re not only not funding them for FY17, the year we’re going into, but they still haven’t funded them to the universities for FY16, so we’ve already put out raise money that we have yet to see. It’s about two million dollars that we now have to come up with out of the already existing budget, which as you know, is not enough money to begin with. We were upset to get this news, but we have some friends in the State Legislature, namely Representative Mark right now who has put forward an amendment saying that they will forward the money for the FY16 raises to the campuses. There’s also another amendment coming soon that will ask for a reserve fund to go forward for the FY17 raises. The critical one right now is the Mark Amendment that I put on your seats; I think its number 1306. That amendment will be debated, voted on and discussed next week, so that one million of the two million can get to campus.
38. What we need your help to do ,to advocate for yourselves, is to get on your phone, through email, text, or this postcard and get to your house representative to promote this amendment. Get as many people as you can, because it makes a huge difference. As administrators, we have to be a little careful particularly with employees, but also ethically, as faculty have to get themselves together and advocate for their contract once we give them the facts. Similarly, students have to organize this for themselves around students.
39. I am giving you as much information as I possibly can and suggesting ways that you can do that in the hopes that a couple of you will coordinate the efforts over the next couple of days. Here are some things that are options; if any of you wanted to take postcards, you will get one unit for ten postcards returned. If you do not know who your rep is, I’m leaving a list of representatives by town with advisors.
40. The second way we can help out is to set up in the DC, as I know you have a lot of sign-up sheets, if you want to sign up for a couple of hours at the DC over the next couple of nights, what you would be doing is sitting at a table with a bunch of postcards and this list to help others out. As students come and go, see how many you can get to fill one of these out, whatever is easier for you. You’ll notice on the back of the letter we’ve even drafted a message if you’d like to use that. Here’s the kicker – we have to do this this week, because the debates begin on Monday. The Representatives will go to the debate floor on Monday looking at the amendment, and they’re going to have with them whatever their staff has put together for them this week. The debate may take a few days, so the postcards can keep flowing in. Bottom line is that the next three days are the crunch, because we do not want to raise your fees, and this maneuver that happens is really hurting you.
41. **Kim Tobin**: Before someone asks how much it’ll cost for students, in terms of just this contract period, it would add just over $600 to each student’s bill. We wouldn’t do that and never will, so we’d absorb the cost.
42. **Sue LaMontagne**: Quite honestly, students and parents are probably the most important constituents to reps and senators, obviously they expect to hear from the employees whose raises are being effected, but the students and parents really are the ones who speak to the quality of public education that you’re getting and how the costs are going up and you’re not appreciating that. There are sign-up sheets going around, whoever signs up for the first shift at the table I will meet and help set up with the postcards and list. I am going to leave this list with Barb Hand in case you want to fill out your own postcard tonight as you’re leaving, or if you want to take ten for friends.
43. **Jon Cubetus**: As much as I hate to ask this, I’m wondering what the flip side of the coin is, as this seems like a short term solution to a big problem. I guess what I’m asking is if the state would be inclined to cut our funding in other areas if this goes through.
44. **Sue LaMontagne**: The budget has already come out for higher ed, this is just an amendment to it, so don’t think there’s cuts that would happen as a result of this amendment.
45. **Kim Tobin**: This year, we’ve received a one percent increase over last year, just so you know, and that’s already in the budget.
46. **Justin Connolly**: Do we have to pay for stamps?
47. **Sue LaMontagne**: Let me say this, we’re not sure how we’re going to pay for postage, but we’re going to figure it out, so no. We have to make sure we’re ethical in how we’re doing it, which is why I say that. All you have to do is get the postcards to Barbara Hand, and we’ll figure it out from there.
48. **Evelyn Dina**: When’s the best day to get these postcards in?
49. **Sue LaMontagne**: The absolute best possible date to get these in would be no later than Thursday afternoon or Friday morning, and the secondary would be Friday afternoon or Monday morning just in case we do have someone driving to Boston who could drive them to the state house.
50. Thank you Sue.
51. I am handing out a flier regarding an event where student contributors and editors of Persona, Westfield State’s literary magazine, will be reading their work in Ely Library tomorrow, April 20 at 4:30pm. These students have submitted their work to be features in Persona, and it would be great to have some student support at the reading.
52. Reminder that Phi Alpha and the Social Work Association Group is hosting their Foster Change with Spare change event on Saturday, April 23 on the green at 10:00am. I’m passing around an envelope, so please add any spare change you might have so that I can bring it to the event on behalf of SGA. Please let me know if you would still like to volunteer.
53. Items not listed on the agenda.

1. BOARD OF TRUSTEES’ REPORT**:** *Justin Connolly*
2. The University has come to the decision, that they are ending our dining contract with Sodexo. In its place we are establishing a self-ran model where we will use University of Mass Amherst Food Service as our guide. They will be serving as a consultant in the management and operations in the program. Our university’s interim Vice President of Administration and Finance Kim Tobin is here to answer any of the questions you may have regarding the new program.
3. Please be respectful of all the Sodexo employees for the remainder of the year.
4. **Ryan Losco**: UMass does their own thing, so are we having UMass help us make our own dining or are they implementing their systems here at Westfield?
5. **Kim Tobin**: UMass has a best practice model called Healthy Sustainable and Delicious and they have a template for putting it in place, we’re like the template site to do it. It’s using their menu, food sourcing, and those kinds of ideas. There’s a partnership between the University and UMass, there may be things that are different, but a lot of things will stay the same. Our goal is to give you food that you love. Our goal is to ensure that we are contributing to the local economy in terms of supporting, whether it is local farmers, we want to give you healthier options and really food you love, not just food that you tolerate. I don’t know how to explain it any other way. They are coming to us because they have the management experience that we don’t have, in terms of me or other administrators on campus. They know what has to be done, and in their mind, they’re helping us open something that has their model. They’re going to work with students here and recognize that we may have different needs compared to UMass, so it’s an exciting time.
6. **Ryan Losco**: How do Dunkin Donuts, Subway, all of those fit into the model? I know that they’re run by Sodexo and Sodexo employees.
7. **Kim Tobin**: They are franchised by Sodexo; I was told that I wouldn’t survive if I didn’t say that we are pursuing an option to make sure something like Dunkin Donuts stays on campus. Although there are, obviously, lots of other great coffees such as local coffee purveyors that we may consider for other locations on campus, we’re looking at a local Dunkin Donuts to work as a franchise on campus. The employees are in the middle of a negotiation right now. There are two different types of employees there right now; managers and workers. The workers are university employees for all intents and purposes, while the managers have to negotiate with a different way, with Sodexo. We will work with them to see what can happen with the managers, we are willing to buy out some of the managers and take them as our own. I’m sure that some of those people are as near and dear to your heart as other people that have been on campus for a longer amount of time, and we would make sure they’re taken care of.
8. **Shannon Cullinane**: Would this new model essentially cross out everything that Sodexo told us last week regarding sustainability?
9. **Kim Tobin**: I don’t mean to be snarky here, but there is a lot more to sustainability than charging you guys for mugs so you cannot have paper cups. That’s what I’m going to say, there’s so much more to what we should and could be doing, and I say that passionately as someone who believes that we should limit paper usage and has advocated for this on our campus for a while. What they’ve said about sustainability are important things, but we’re talking about making sure that the beef is quality and coming from local sources or talking about menus in a different way. There will be some drastic changes; you will immediately see a change in the quality of food that I think you are going to get. This will happen in the beginning of July, and the question you haven’t asked yet is what this means for the cost of food plans. We are just doing the standard increase of 3% and working from there, but their hope is that in the future, you will not see the standard increase year after year.
10. **Andrew Manchino**: We had food services committee about two and a half hours ago, and they did not tell us this. Do they not know yet? I feel like if this happened last Friday, April 15 they should’ve notified us since we’re on the committee. I don’t know if they can’t say, or whether not everyone knows?
11. **Kim Tobin**: I don’t know for sure what Sodexo corporate and managers have told the staff, I know we’re working on meeting with all of the employees over the next couple of days. Justin Connolly was very eager to have you know about this at the same time that we’re going to be sending campus announcements and so forth. Sodexo knows it’s just whether or not they’ve notified their employees.
12. **Andrew Manchino**: Do you know exactly what the new plan is to be more sustainable?
13. **Kim Tobin**: That would be our plan, because it’s now the university. In terms of it, one of the things you probably don’t think about a lot is food waste. Because you’re waiting in line, you’re probably going to pile on a bunch of food whether you like it or not because you don’t want to wait in line again. In this sort of new vision of great food, you may have smaller portions or the ability to come and go more quickly if they serve it in a different way. It’s going to be served differently, they serve it as just in time cooking, so they’re cooking and you’re eating it within 15 minutes of it being cooked. That leads to less food waste, and less food waste is extremely important for sustainability because you’re throwing away less food. That’s one way, by focusing on local; you’re also cutting transport time, which reduces costs and environmental factors in getting the product here. One more thing, since we project that more people would want to go and the dining area would be more crowded, it would lead to more job availability for students which is beneficial for campus.
14. **Haley Batchelder**: Would this change the meal plan at all?
15. **Kim Tobin**: We’ve considered and debated it for this upcoming year, so we’re going to keep it at what it is, but I expect that very quickly for the next year, you will see a commitment to unlimited food plan options and other options. This also helps with the lines as people can come and go, which would have people doing grab and go’s for a quick return on it.
16. **Haley Batchelder**: In regards to food preservation, have you thought about paying for the meal rather than swiping for buffet style?
17. **Kim Tobin**: It’s a good question, it’s not the way UMass does it but I’m sure it can be discussed moving forward.
18. **Sean Bacon**: I spoke with an employee of Sodexo earlier who informed me about this, so at least some of them know. Do you have any idea as to who will be managing or running the new dining services?
19. **Kim Tobin**: Because we’re a state agency, we have to post those positions, so the actual person running the operation hasn’t been decided yet.
20. **Matt Carlin**: How much of the employees are you planning to take? I guess my concern is if you keep the workers and keep the managers, is it going to be Sodexo food with the Westfield State logo on it?
21. **Kim Tobin**: They have to love the food too, and they have to love being able to provide the food to you too. If they don’t love the process, they’re going to have a tougher time in this environment. When I talk about the workers, the management is very different. I think that when you have a general manager who comes in and is committed to the food piece and the quality, the employees will have to be trained and embrace it. That’s my answer.
22. **Ryan Losco:** What took so long to do this?
23. **Kim Tobin**: We were in a contract with Sodexo through 2021, and we’ve been in a contract with them since 1994. It took some really tough commitment to continue doing what we’re doing and a lot of passion and love for food to get us where we are. You have me as the Vice President of A&F for about 13 more days, and I was committed to that love for food and getting it done. I love this campus, and it was important to me and other administrators to get it done. Sometimes it’s hard to get rid of an institution at an institution.
24. **Marissa Cremin**: I know Sodexo offers scholarships on an annual basis, is this still going to happen after they leave?
25. **Kim Tobin**: Yes.
26. **Molly Lucey**: How will this affect people with allergies or food restrictions who use areas such as MyZone?
27. **Kim Tobin**: The same thing, probably a little better.
28. **Morgan Suddeth**: I just want to speak about Maria Lees who, as a member of food committee, I love. A lot of the things that you’re trying to implement are things that she holds very near to her heart, and I think as a member of food committee, maybe I’m a little hurt about some of the ways you’ve expressed things that have been said about the dining hall. I think that they do work really hard to have smaller portions, they do encourage local produce and they have tried very hard to get local meat, but I know that they’ve had issues with that in the past. I’m excited for this to be a program that can be successful on campus, and I think Maria Lees is a fighter and a member of the team that you need to make sure stays.
29. **Kim Tobin**: I agree.
30. **Andrew Manchino:** I don’t work for Sodexo, but the DC has a to-go option. Saying that we’re going to have student staff, we already have that too. It’s great, but we don’t really get a lot of people that actually want to work for the DC because it’s hard, it’s not a fun job, its real work. Portion sizes are a great idea, but we get comment cards saying how people want more food and it’s hard to fight everyone with that. I think reducing waste in regards to food is huge and is beneficial to everyone here, but there’s going to be a lot of negative backlash because there’s always going to be someone who doesn’t like it.
31. **Kim Tobin**: I understand that there may be a fear factor in doing something different, but we have been reviewing this for over a year and a half and have been working to move in a direction for the campus. I understand that and I respect that, and you will always get complaints, I know.
32. **Jacob Lotter**: I move to close the speaker’s list. Motion carries.
33. **Teresa Aloi**: Are there any plans to renovate or expand on the current building we’re working with?
34. **Kim Tobin**: I think it’s premature to talk about an expansion; it’s a matter of how the space is used on a regular basis. That’s one of the unknowns, there will be other options that are there, but it won’t be expansion at this time.
35. **Jasmine Bobbitt**: Would the people applying for the scholarship this year keep applying or will there be a different form to fill out?
36. **Kim Tobin**: It will be the same process.
37. **Shayna Arnott**: Will there be a to-go place like the Marketplace next year?
38. **Kim Tobin**: I’m not sure how they’ll reconfigure the space; it’s something they’re going to have to assess over the summer.
39. **Brandon Trafford**: How much are we going to pay out in the early termination fee with Sodexo, and how much will the university be saving by terminating this contract and running the food program in house?
40. **Kim Tobin**: Because we’re still in the middle of negotiations with Sodexo, I don’t know the full answer to that. We took a loan out between 2008-2012 through Sodexo, which is why we’re in a contract until 2021, and early termination requires that we pay that loan back, so that’s about $700,000 that we’ll be paying back, but we have it sitting in a reserve account so it’s not being passed on to students at all. Right now, we get commissions on the meal plans, and Sodexo gets a certain amount of the profit that they make. It depends on how the meal plans are used moving forward. It’s a hard question for me to answer right now because I don’t know what the employee costs are going to be in the new model. I have estimates, so I don’t want to speak too much, but it could be additional $500-750 thousand revenue back to the institution.
41. **Sean Bacon**: Will the hours of the dining commons change at all?
42. **Kim Tobin**: The hours will expand in the future, I don’t know what it will be, but it will expand.
43. **Ashley Deleon**: Is there any way to allow gift card usage or points rewards if we get a different franchised Dunkin Donuts on campus?
44. **Kim Tobin**: That’s the hope.
45. **Matt Carlin**: At this stage, could you say anything about how we’re planning on student involvement on food services committee? Who at our university will absorb the questions?
46. **Kim Tobin**: There will be a new management team, between now and July 1st we will be taking applications. There will be a new general manager and other managers that will assist in this process, so I expect that we will still have a committee. You would still have to have a working group, so it would still be what it is now.
47. All University Committee**: No Report**
48. Neighborhood Advisory Board**: No Report**

1. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Matthew Carlin*
2. Student Affairs Committee**: No Report**
3. Multicultural Committee**: No Report**
4. Food Services Committee**: No Report**
5. Health Committee: **No Report**
6. Parking Control Board: **No Report**
7. Student Athletic Advisory Board: **No Report**
8. Substance Advisory Committee: **No Report**
9. Community Relations/Fundraising Report**: No Report**

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Jon Cubetus*
2. Academic Policies Committee: **No Report**
3. Curriculum Committee: **No Report**
4. Enrollment Management Committee: **No Report**
5. Academic Technology and Information Services Committee: **No Report**
6. International Programs Committee: **No Report**
7. Writing Liaison**: No Report**
8. VICE PRESIDENT’S REPORT-PROGRAMMING: *Haley Batchelder*
9. Programming update**: Haley Batchelder**
10. VICE PRESIDENT’S REPORT-FINANCE: *Brandon Trafford*
11. Finance Report: **No Report**
12. Foundation Report: **No Report**
13. SERETARY’S REPORT: Brendan McKee*/Jacob Lotter*
14. Executive Secretary Report: **Brendan McKee**
15. It’s that time of year again. Elections are currently up and running on MyWestfield until 11:59pm tomorrow, April 20. As of right now, we have 282 students, 6.1% who have voted in the election and we’re obviously trying to have as many students vote as possible.
16. If you have not voted yet, please do, and even if you have, be sure to reach out to friends and the general campus community to have their voices be heard.
17. We’re currently working on getting a link for the elections front and center on the MyWestfield homepage, but as of right now it is located in the Campus Life tab halfway down.
18. On top of that Barbara Hand has sent two emails regarding how to get to the ballot and vote. If this did happen to go to the clutter inbox, be sure to find it and use the link to get to the ballot.
19. If there are any election related questions whatsoever please let me know after the meeting.
20. Evelyn Dina: There will be a voting station tomorrow, April 20 outside the SGA room from 9:00am until 10:00am and 11:30 am until 12:30pm. where people can come by and vote.
21. Legislative Secretary Report: **Jacob Lotter**
22. I want to begin by reminding all of you that there are four units due for next Tuesday, April 26 by 3:30pm. I also want to remind everyone that our SGA Award Banquet is on Tuesday, May 3, and that I need pictures for the Award Banquet slideshow by Friday, April 22. You’ll get a unit for every picture that you send for the slideshow, and I’ll remind you guys on Thursday via the Facebook group.
23. I also just wanted to take a second to talk about the new Facebook group that myself and Evelyn Dina created. We created that page so we can get in touch with you about events or other reminders when deadlines get closer and we hope to continue utilizing it in the fall. After the semester ends all the seniors will be moved to an Alumni page which Class of 2015 SGA member, Tori Landry crated and everyone who isn’t returning in the fall will also be removed so the new Exec can start fresh when everyone gets back. If for some reason you aren’t a member of the group, besides not having a Facebook, please see anyone from Exec about being added, however I imagine that most of you should be members at this point.

1. PARLIAMENTARIAN REPORT: *Ryan Losco*

Rules and Regulations Committee: **Ryan Losco**

1. We have two amendments to vote on tonight submitted by SGA president Evelyn Dina. We need to vote on this twice so, I will be reporting again next week.
2. The following amendment shall be added to Article VII, Section 3 of the Constitution of the Westfield State University Student Government Association.

*“DIVERSITY/INCLUSION REPRESENTATIVE:*

1. *Point person for all organizations associated with the Diversity/Inclusion Council.*
2. *Will serve as a member of the Diversity/Inclusion Council.*
3. *This representative will serve as the chair of the SGA Diversity/Inclusion Committee. The committee represents diverse and inclusive interests at Westfield State University. This committee will organize one or two programs per semester around diversity and inclusion initiatives.*
4. *The Diversity/Inclusion Committee will consist of the following student representation from the Student Government Association: SGA Vice President of Student Life, one (1) SGA Representative at Large, one (1) class council representative (from any of the four classes), one (1) hall council representative (from any of the residence halls), one (1) commuter council representative.”*

Such amendment shall become C of the previously noted article and section.

The amendment, should it be passed by the Rules and Regulations Committee and the Legislature of the Student Government Association, shall take effect immediately.

1. I move to approve this amendment, making it apart of the SGA Constitution. Motion Carries.
2. The following amendment shall be added to Article IV, Section 2, Sub-Section B of the Constitution of the Westfield State University Student Government Association.

“*One (1) Diversity/Inclusion representative to represent the diverse and inclusive groups at Westfield State University. This representative shall be elected by the student body.”*

Such amendment shall replace number 5 of the previously noted article and section.

The amendment, should it be passed by the Rules and Regulations Committee and the Legislature of the Student Government Association, shall take effect immediately.

1. I move to approve this amendment making it apart of the SGA Constitution. Motion Carries.
2. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
3. Commuter Council: **No Report**
4. Senior Class: **Ryan Losco**
5. Senior Fest tickets are no longer being sold. If you bought your tickets please stand by your email as more information regarding senior fest will be coming out soon.
6. Marissa Cremin: How many seniors purchased the packages?
7. Ryan Losco: 110.
8. Make sure to get your Cap and Gown at the bookstore.
9. Junior Class: **Andrew Manchino**
10. Just some reminders if any of you forgot that we are four days away from Mr. Westfield. The show begins at 8:00pm in Dever and doors will open around 7:30pm and tickets for students are $3.00 and tickets for everyone else will be $5.00. We suggest getting there early because last year was standing room only. We will also be having a raffle at the show. This year we will be introducing a new aspect to the show called Mr. Fan Favorite, which will be voted entirely on by our audience at intermission. The Class of 2019 will sell tickets in the DC tomorrow from 12:00pm until 2:00pm and 5:00pm until 7:00pm.
11. This Friday, April 22 at 3:00pm we will be having a Pie a Contestant event on the green and it will run until 5:00pm. It is $1.00 to pie a contestant or council member from 2017 or 2019. There is no limit to how many times you can pie someone either because it is for such a great cause, we just couldn’t create a limit. If it rains we’ll let you know.
12. Our next scheduled meeting is April 20 at 5:30pm in Ely 003 near Dunkin Donuts.
13. Sophomore Class**: No Report**
14. First Year Class: **No Report**
15. Apartment Complex: **No Report**
16. Courtney Hall: **No Report**
17. Davis Hall: **No Report**
18. Dickinson Hall**: No Report**
19. Lammers Hall: **No Report**
20. Lansdowne Hall**: No Report**
21. New Hall**: No Report**
22. Scanlon Hall: **No Report**
23. University Hall**: No Report**
24. UNFIISHED BUSINESS**:**

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1. NEW BUSINESS:
2. ANNOUNCEMENTS:
3. **Brendan McKee**: Vote!
4. **Matt Carlin**: Rules and Regs after the meeting.
5. **Haley Batchelder**: CAB is hosting a trivia tomorrow, April 20 at 8:00pm with pizza; it’s going to be Movie Trivia.
6. **Kelsey Butler**: The Sustainability Club interest meeting will be held tonight at 7:30pm in New Hall 141B.
7. **Justin Connolly**: If you have any other questions regarding the dining situation, let me know.
8. **Jacob Lotter**: Pictures for the slide show by Friday, April 22.
9. **Marissa Cremin**: I just wanted to say thank you so much to everyone for helping with all the blood drives throughout the year, our total count was 394 units of blood.
10. **Matt Carlin**: Parking Control board is having one of its last meetings coming up, commuters are getting about 100 new spaces next year, we’re just trying to figure out where to positon them. If you have any ideas or concerns, please see me after the meeting.
11. **Evelyn Dina**: Next week is our last meeting; it’s going to be a great time. Don’t miss out.
12. **Michael Janchuk**: 32 days until commencement.
13. ROLL CALL: Andrew Morin, Danny Chamberlain, Jon Kelland, Sandra Mercer, Priscilla Aguilar, Sean Bacon, Brianna Pelloso, Maggie Mastroianni, Imani Hill land Rachel Dunphy were absent. Ally Bancroft sent an alternate.
14. ADJOURNMENT: Meeting adjourned at 7:22pm.