**Student Government Association Minutes**

February 19, 2013

1. ROLL CALL: Brittany Moniz, Emily Baker, Steve Evans, Xandria Sotomayor, Bryanna Wetherell, Katie Wilga and Anna Dilorenzo were absent. Stan Costa, Amanda McCarthy and Brandon Burr were excused. Luiz Arzola sent an alternate.
2. APPROVAL OF MINUTES FROM February 05, 2013: Minutes were approved.
3. **Rebecca Divico**: I move to amend the minutes to include my report. Motion passed.
4. PRESIDENT’S REPORT: *Stephanie Close*
5. Hello, I hope you enjoyed yet another long weekend. We have a few speakers joining us tonight. First I’d like to welcome Cynthia Siegler, Director of International Programs.
6. **Cynthia Siegler**: Good Evening.
7. I’d like to invite you all to our Study Abroad Fair tomorrow in Scanlon Banquet Hall, drop in anytime between 5:00 pm and 7:00 pm.
8. I wanted to share with you our new program information as well as remind you of existing opportunities in case it might have fallen off your radar. Westfield state students have over 700 study–abroad or study-away programs available and that’s an incredible number. I invite you to check out our website, visit our office, give us a call, send us an email, or attend one of our. The programs that we have range also include national student exchange, where you can study in another state, including Alaska, Hawaii, Guam, the Virgin Islands, Puerto Rico, Canada, and all of the continental U.S. We had about 6 students this semester go to the University of Hawaii at various locations, a couple studying in California, a couple studying in the Virgin Islands. These opportunities allow you study away from Westfield for a semester for about the same cost; the only difference is you have to pay for travel to get to that location and back. But, for example, the University of Hawaii’s tuition and fees are a little less than ours, so the airfare would be included in that amount that you spend here.
9. You can also do that with international study abroad programs. The least expensive ones are exchange programs, which means you will get Westfield tuition and fee bill, and you, pay room and board to the school you are attending. The least expensive schools we offer are in Poland, because they don’t charge you for room and board, so you’d only be getting a bill from Westfield for tuition and fees. They host you in a shared apartment building and they give you a voucher to get 2 meals a day at the pub that’s right near the apartment building. The next least expensive location we offer is in China, where room and board is only $400, which is a $2,000 savings from what we charge, so there’s your airfare and more. These schools are in Beijing and Xui Hai, right across from Hong Kong, where the main language of the university is English. We also have an exchange program to Ireland, a lot students are interested in that because of their Irish Heritage, where they offer most of the majors that we have.
10. Then there are traditional study abroad programs pretty much anywhere in the world, but there are ones that we feature because we have a preferential tuition agreement with those schools, and we have a new one that I wanted to highlight for you. We literally, just this week, signed an agreement with Florence University of the Arts in Florence, Italy. It’s a program that’s only $2,000 more than studying here at Westfield, and that includes tuition and fees, housing, board plan, and award-winning restaurant meal deal run by culinary students, and two 2-day excursions of your choice, and student life, including library, university gym, Italian orientation program, and it’s really a great opportunity. We already have about six students who have applied for the fall. Another interesting program is at Dublin, Ireland at Dublin Business School, which, again, is a preferential tuition program, as well as the University of England, which costs about the same as studying here. So we have inexpensive programs available to you, as well as other programs that might be a little more costly to you, such as Semester at Sea.
11. Talk to the Financial Aid Office, sometimes Students are able to take out additional loans or have additional grants awarded that covers everything for them. Another idea is to talk to your family about it and often they will be willing to make it part of a birthday or holiday presents, because they’d be happy, or often times even happier, because it’s funding something really worthwhile.
12. We also have opportunities for once you graduate to have a paid internship program in China for up to thirty students to intern at the school that I mentioned where the official language is English. In most cases, you’d act as a teaching assistant to a faculty member teaching English, and leading study groups. As I said, it’s paid, up to $900 a month and includes room and board, a culture course and excursions, and they will reimburse you for your airfare at the end of your program. And there are great opportunities if you’re interested in International Business.
13. Check out our website for more information at Westfield.ma.edu/studyabroad.
14. **Chris Michaud**: What is the date and time for the Study Abroad Fair?
15. **Cynthia Siegler**: Tomorrow evening, February 20th between 4:00 pm and 7:00 pm in the Scanlon Banquet Hall.
16. **Jennifer McDiarmid**: my cousin is a student at Roger Williams, with the same major as me, Secondary Education, and she is currently doing a program where she is doing half of her student teaching in Puerto Rico at an American School. I was just wondering if Westfield offered anything like that.
17. **Cynthia Siegler**: The problem is for our student teaching, you have to be supervised on site by a person who is licensed in the Commonwealth of Mass, so if there was a way to confirm that the supervising teacher was licensed in Massachusetts, then you could do it as an internship, but you couldn’t take it as your practicum.
18. **Larry Rodkey**: How early should you apply if you want to do something in the Fall?
19. **Cynthia Siegler**: if you want to do something in the Fall, most places have a deadline between March 15th and April 1st. Even if those deadlines pass, please still come by, we can communicate with the schools and often they will waive their deadline. For spring, the application deadline is November 1st. Each program has a different deadline, so we try to average them.
20. Thank you Cynthia. We now have Victoria Downs and Jessica Hagen joining us to discuss the National Survey of Student Engagement.
21. **Victoria Downs:** Hi guys, I’m Victoria Downs for those of you who don’t know me and this is Jessica Hagen. We’re both Seniors and Communication majors, interning for Dr. Lisa Plantefaber in the office of Institutional Research and Assessment. Our job is to put a survey together and create the marketing communication plan for the survey to increase survey participation.
	1. These surveys help the University to understand student’s efforts in school, influences on professional choices, and demographics affecting their emotions regarding school and careers. The National Survey of Student Engagement (NSSE) will be sent out to Freshmen and Seniors, and will take about 15 minutes to complete. The results will provide the University data to improve the Undergraduate experience.
	2. In 2012, the participation rate for this institutional survey was at an average of 32%. The most recent survey sent out to Westfield students, which was about Academic Advising, only 22% of students took the survey of all the undergrads. So our goal is to persuade as many students as possible in the first-year and senior pool to participate.
	3. They will receive an initial invite on February 26, and will get reminder emails periodically after that if they have not taken the survey or selected the “Opt Out” option. We have some flyer ideas to put around campus, in multiple phases.
	4. So we’re coming to SGA to make you aware of this survey, and to share with others how important this survey is. We’re asking you to help us create a buzz about the survey. Each of you will get three postcards to give out to freshman or seniors to promote this survey. There will be a Facebook page and we hope you can share the posts and pass the message along your pages and groups.
22. **Kevin Soucie**: What’s the incentive for the survey?
23. **Victoria Downs**: There’s no gift card or award for it, we just hope that people realize that the data from this survey will improve the University.
24. **Kevin Soucie**: Why specifically first–years and Seniors?
25. **Victoria Downs:** It’s the protocol for NSSE to target those classes. We just ask that Sophomores and Juniors help pass the word along to those groups.
26. **Joshua Clare:** Will the data be taken from the first-years and then taken from the same group again as seniors to be compared? Or is it generally just a one-time thing?
27. **Lisa Plantefaber**: It’s generally given every three years, so people who would be graduating might be seeing it again, but it depends on coordination from other institutions in the state.
28. Thank you Victoria and Jessica.
29. Tomorrow night, February 20th, RHA will be hosting a “Conversation on Housing” with Dr. Josh Hettrick. This is at 5:30 pm in the Loughman Living room. So, if you’re a first-year student and you’ve never gone through our housing process, I suggest you go. Josh Hettrick will also be down next week to discuss housing with SGA.
30. Thursday, February 21st at 5:00 pm is our second annual Horace Mann Awards Ceremony in Scanlon Banquet Hall. I’d like to see a lot of students there if you’re free.
31. I would like to thank Allison Davis for drafting the letter to President Dobell, which is expressing our support for the program that Trudy Knowles was talking about last week. I will have that letter for everyone next week.
32. Last Friday, February 15th was the Strategic Planning Conference, just a few of us were there as Student Representatives. There were a lot of great discussions between faculty, Staff, administration, and students. I really hope these discussions develop into actions as we begin to implement our Strategic Plan for the next five years.
33. Michelle Hanney, our Vice President of Programming, is away for NACA Nationals in Nashville, Tennessee, so I have some events from her to pass on. She’s booked a comedian for Spring Weekend while she’s been down there. She sent a few things along for me to remind you about. WSU’s got Talent is this Thursday, February 21st at &:30 in Dever. CAB is still accepting sign ups if you message them on the CAB Facebook. The winner receives four Bruins tickets and a limo ride to Boston. I know a few senators who are sharing their talents, so it should be a good show. This Friday, February 22nd is Brown Bag Bingo at 11:00 pm in the Owls Nest. Don’t forget your $1.00 donation to Shriners Hospital to get an extra Bingo card.
34. Our next scheduled meeting is Tuesday, February 26th at 5:30 pm.
35. Items not listed on Agenda.
36. BOARD OF TRUSTEES’ REPORT**:** *Stone Koury*
37. All University Committee**: No Report**
38. Neighborhood Advisory Board**: No Report**
39. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Taylor Fote*
40. Hi everyone, I hope you had a good week. I want to thank everyone who helped out with the blood Drive this past week, it was really helpful. I don’t have any updates on how much blood we collected but I should sooon. Also a friendly reminder that the Students Affairs Committee is meeting tomorrow, February 20th at 3:00pm in Ely 210. Please let me know if you cannot make it.
	* + 1. Nursing students took 27 blood pressure screenings on February 14th, and 50 on women’s heart health day.
			2. Can I see Hannah Kelley after the Meeting?
41. Student Affairs Committee:
42. Multicultural Committee:
43. Food Services Committee**: Tom Durkee**
44. The Food Services committee has not yet met this semester. We are trying to figure out a date. If anyone is interested in joining the Food Services Committee we meet once a month. We discuss concerns students have, we read the comment cards and talk to Sodexo about what’s new. I am sending around a signup sheet if you are interested.
45. Health Committee: **No Report**
46. Parking Control Board: **No Report**
47. Student Athletic Advisory Board: **No Report**
48. Substance Advisory Committee: **No Report**
49. Community Relations/Fundraising Report**: No Report**

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Rebecca DiVico*
2. Academic Policies Committee: **No Report**
3. Curriculum Committee: Katie Morrissey
4. This past meeting we went through CAR. We approved one from Criminal Justice, one from Education, two from mathematics and we went four others to their departments with our questions.
5. Our next scheduled meeting is Thursday, February 28th at 3:45 pm in Wilson 319.
6. Enrollment Management Committee: **No Report**
7. Campus Technology Committee**: No Report**
8. International Programs Committee: **No Report**
9. Library Advisory Committee**: No Report**
10. Writing Liaison**: No Report**
11. VICE PRESIDENT’S REPORT-PROGRAMMING: *Michelle Hanney*
12. Programming update: Michelle Hanney

1. VICE PRESIDENT’S REPORT-FINANCE: *Joshua Frank*
2. Finance Report: Joshua Frank
3. This weekend Student Theatre Association and Musical Theatre Guild will be having their Spring Productions.
4. Musical theatre Guild will be preforming “Changing Minds” at the Juniper Park auditorium on Thursday, February 21st at 7:30 pm, Friday, February 22nd at 7:30 pm and Saturday, February 23rd at 2:00 pm and 7:30 pm. Tickets are $2.00 for Students and $4.00 for staff, alumni and the general public.
5. Student Theatre Association will be performing “The Flu Season” at the Black Box Theatre in Ely on Thursday, February 21st at 8:00 pm, Friday, February 22nd at 8:00 pm and Saturday, February 23rd at 2:30 pm and 8:00 pm.
6. Foundation Report**: No Report**
7. SERETARY’S REPORT: *Alexis Wagner*/*Sarah Hegarty*
8. Executive Secretary Report: Alexis Wagner
9. Hello, it’s time for Senator of the week. Within his first week on SGA, this senator has become an active leader on campus. He brings energy to senate and his effort at the Blood Drive was a great asset. He went to the DC during slow donor volume and brought the information directly to students. He made an impact on the amount of blood collected and exceeds in his role as an exemplary senator and we’re excited to see what he’ll take on next. Congratulations, Kevin Soucie.
10. We’re creating a wall for the Senator of the week awards in the back by the couches. Be sure to nominate a fellow senator, there are several people around you who are doing inspiring things.
11. Legislative Secretary Report: Sarah Hegarty
12. PARLIAMENTARIAN REPORT: Isaac Matson
13. Just this week the Committee sent out an email to all the clubs that need to have their constitutions reviewed. This was quite large. There is a real need for these constitutions to be reviewed, so I would ask those of you who are on other clubs to see if your advisor has received the email and urge them to send in their constitutions. I would really appreciate this due to the fact that I would like to see the Rules and Regulations Committee completely caught up by the end of the Spring 2013 Semester.
14. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
15. Commuter Council: Muneeb Mahmood
16. Hello everyone, my names is Muneeb Mahmoud; I’m the Vice president of the Commmuter Council. I will be giving you the report on behalf of our President Arzola. He is currently serving as a commuter representative in the L.A.F.E. event which is going on in the Scanlon bequest Hall. He wanted to make sure I said He sends his regards and to thank the 2015 Class for agreeing to finish the Flower sale on Valentine’s Day.
17. The Valentines table was a success. However, we could have sold all the flowers, if we would have had the man power to have the table open from 10:00 am until 4:00 pm. We already deposited the proceeds ot the sales to the 2014 and 2016 classes Make a Wish campaigns. We also donated the rest of the flowers to the 2015 class candy gram campaign.
18. We want to encourage all commuters to get their Commuter Council key chain by helping, participating, or simply attending our meetings, luncheons, and other Commuter Council Events.
19. The first Commuter Luncheon was on February 6th and it was a great success. We had over 40 Commuters pass by and get to know our council members. Our Publicity Director Rebecca Berezin did a great job engaging everyone in the luncheon was well as exchanging ideas with the commuters in attendance. Our next commuter luncheon will be tomorrow, February 20th from 11:30 am until 1:30 pm in the Tekoa Room, and will feature the residential life staff. Thanks to Jessika Murphy and the staff for making this possible.
20. We are in the process of taking over the bulletin boards in Wilson; we will be cleaning them and getting them on February 20th after the Luncheon. Those of you, who are part of clubs, organizations or events, make sure to let us have the flyers and details, so we can post them on the boards.
21. We also want to attend as many club meetings as we can. That way the council gets the information and dates, so we can share it with the commuters as well as to represent the commuters in these organizations.
22. MassPIRG has a survey the WSU Facilities Department gave them to make sure commuters fill it out. They need at least 50% commuter turn out. That is roughly 700 students. We will elaborate on that task, after the next official meeting on February 27th.
23. The full access bus pass is already for sale, we encourage everyone to take advantage of this great opportunity. The pass is not only for commuters; residents can also take advantage of the flexibility and convenience it provides. They are on sale in the service window in the Wilson commuter café.
24. We are pleased to announce the Council continues to grow. We’re in the process of securing a secretary for the Council and various prospects to fill in the senator seats available for the SGA senate. We will be bringing a motion to amend the current Council Constitution as well.
25. Amendments which will be proposed.
26. Office hours for each executive member with a minimum of one maximum of five per week.
27. The council member will be required to attend at least one Commuter Luncheon per semester. It will be expected that the council member serve as a host and interact with the commuters who attend the event.
28. They will need to participate in all events organized by the council.
29. They will participate in all tables organized by the council
30. Senators will be required to attend at least two club meetings per semester.
31. They will be required to wear the Commuter Council Polo in every Commuter Council event, table or Luncheon.
32. Our next scheduled meeting is on February 27th at 1:30 pm in the Campus Center Room 20.
33. Senior Class: **No Report**
34. Junior Class: **Taylor Fote**
35. Just an update on the Hurricane Sandy Fundraiser; the class councils raised a total of $457.59 for Hurricane Sandy relief efforts. The donation will go to the Alliance for Global Justice/Occupy Sandy. We appreciate everyone’s support in this project.
36. Our next scheduled meeting is Thursday, February 21st at 4:00 pm in the SGA Conference Room.
37. Sophomore Class: **Richard Darrach**
38. Brown bag bingo is this Friday, February 22nd, donate $1.00 for the Shriners Hospital.
39. Next week we will be going door to door getting donations for Dancing with the Stars. I’s a competition so support your favorite contestants and most of all the Children.
40. Our next scheduled meeting is Wednesday, February 20th at 4:30 pm in the SGA Conference Room.
41. Freshman Class: **No Report**
42. Apartment Complex: **No Report**
43. Courtney Hall**: Joshua clark**
	* + 1. Our Valentine’s Day event was very successful; many people came down to make Valentines presents for their boyfriends/girlfriends.
			2. We have a newsletter now it is hanging in the bathrooms highlighting what’s going on within our hall, SGA and RHA.
			3. Saturday, February 23rd we are having a scavenger hunt where you will find items throughout our hall and the first three people to finish the entire list of items wins a prize.
			4. Our t-shirt contest finished on Valentine’s Day, the winning designer was Chelsea Nelson who won $20.00 in Owl Bucks’ We had a wide selection of designs to choose from, so that was great.
			5. Our next scheduled meeting is February 21st at 6:00 pm in Courtney Hall’s RD’s Office.
44. Davis Hall: **No Report**
45. Dickinson Hall: **No Report**
46. Lammers Hall: **No Report**
47. Lansdowne Hall: **No Report**
48. New Hall: **Megan Brochu**
49. I move to appoint Lauren Drew as New Hall Representative to Senate for the remainder of the 2012-2013 Academic Year. Motion passed.
50. We now have a full council, and our next event will be Wings Wednesday on Wednesday, February 27th at 9:00 pm in the New Hall lobby.
51. Our next scheduled meeting will be on Monday, February 25th at 8:00 pm in the New Hall Lobby.
52. Scanlon Hall: **Ryan Lasco**
53. Like us on facebook at Scanlon Hall 2012-2013. First 100 likes get a free t-shirt.
54. Send in your t-shirt designs to an RA on duty by February 28th win a Pizza party, $75.00 Wal-mart card and a free t-shirt.
55. Our next scheduled meeting is Monday, February 11th at 7:30 pm in the Scanlon lobby.
56. UNFIISHED BUSINESS**:**
57. NEW BUSINESS:
58. ANNOUNCEMENTS:
59. **Tom Durkee**: Can I get the Food Committee sign-up sheet back? And can I please see Muneeb Mahmood after the meeting.
60. **Sarah Hegarty**: Can I see all Hall Council Presidents after the meeting?
61. **Stone Koury**: 7:00 pm interest meeting for Advocacy Day in the Back Conference Room.
62. **Issac Matson**: Rules and Regulation will be meeting quickly after this.
63. **Taylor Fote**: Can I see Hannah Kelley after the meeting?
64. **Tim Egan**: 87 Days until Commencement.
65. ROLL CALL: Jessica Weaver was absent.
66. ADJOURNMENT: Meeting adjourned at 6:25 pm.