**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**February 19, 2019**

I. ROLL CALL: Massara Almafrachi, Lorenze Beltran, Richard Dalton, Camerone Kelleher, Daniel Armany and Bradley Harvey were absent. Marcus Payne, Camerone Kelleher, Krista Galetta, Paige Pressey, and Andre Ruiz were excused.

II. APPROVAL OF MINUTES FROM February 5, 2019: Minutes were approved.

III. PUBLIC REMARKS: No Remarks

1. PRESIDENT'S REPORT: **Marcus DiBacco**
   1. I am thrilled to welcome Dean Juline Mills to the SGA today. Dean Mills is the founding dean for the College of Education, Health, and Human Services, which is also my home college. Although she is the only dean new to Westfield State she has already made a huge impact on our campus, especially in regards to our academic departments and Dr. Henry Lee’s visit. My only wish was that Dean Mills would have joined us earlier. Without any further ado, please welcome Dean Mills.
2. **Dean Juline Mills**: I am going to talk a little bit about the College of Education, Health, and Human Services and what we're doing. In my eight months that I've been here one of the things I focused on is really understanding the departments in the college. Our majors are Criminal Justice, Economics and Management, Education, Business, Health Sciences, Movement Science, Nursing, and Social Work
3. Some things that have been happening in the college include, the Economics and Management had their Business Networking Dinner last fall with about 100 students in attendance. Education had eight students present honors thesis presentations. They also did a week-long Town Hall in October on the school to prison pipeline, what causes individuals to not make it in the school system, and had a Celebration of Teacher’s event, they have 103 students out on practicum. Criminal Justice has their Job Fair in the fall and had about 300 attendees, last week we had Henry Lee come visit and 450 attendees and Cheryl Bassett came as well. And many more. Four of the students that received the presidential award are related to my college. There are also faculty involvement and changes.
4. I also want to talk about enrollment in our college, about 1000 students came in last fall 619 of those students belong to the College of Education, Health, and Human Services, that is 62% of the first-year class. One thing we look at is retention, all our majors. Our college works really hard to retain our students, and I think we have done pretty well thus far.
5. I look at goals in two areas, the students and the faculty. We are working to solidify the strategic plan for the college and departments. We are working to address issues up front, even if they are small, and identifying areas that need improvement. We are also looking at where we can share resources. The second step is to look at growth opportunities for Westfield State. We have unique programs that other Universities don’t have. This often leads to a need for alternate funding. I have started to connect with local hospitals, but in the past we have not done much with them other than internships. Last Friday, February 15 we kicked of the Valley Health System Executive Leadership program. They spent a day with us and we went through leadership strategies for them. We are working with them for the rest of the year every Friday. Faculty give presentations here and we will go to them as well. This will help us engage the community better and provide funding opportunity faculty and students. This can also help individuals get master’s degrees from our school by getting credits for this.
6. I am working with another institution for what we call International Non-Credit Programing that is for Chinese students interested in cultural exploration in the US. There are quite a few institutions in China that are looking to send students here to spend some time in Boston and New York, and be in the classroom, but not for credit. That should be up and running by next fall, hopefully.
7. A big focus for me is student retention, so I like to look at issues that students are facing. I host “grab a slice” where students can voice their issues. What I learned was that the major structure was not working for some individuals. So, what we have done is working to realign and restructure so that majors, like Business for example, are more specific to individual students. Another problem students have been having is with add/drop and with late withdrawals. They can be a long process, so we are working to streamline that process. Another problem is with the PIN. The registrar is working to get your PIN texted to you. I have also noticed students that are facing challenges that are impacting the classroom. I have seen that a lot of students are not connecting with someone in the University, so I have students that just come in and check in. My role is not to criticize, it is just to listen.
8. Student engagement is also something I like to focus on. Student engagement is always big, so we are working continuously on on-campus events and to have something for each major. For example, we have a speaker series for the Criminal Justice department. For business, we are looking at Business Week, having a whole week of speakers and activities. The theme this year is Social Responsibility. And there will be events in Nursing and Health Services.
9. We are working with Sue Leggett and Enrique Morales-Diaz on the Westfield State Experience, career readiness is very important to us, I am going to talk to Career Services, but I have not had the time to get over there yet. One idea that I want to see there is Business Etiquette. I want programing for students to sign up to learn how they should act, and even dress in their field, and that brings out your personality in the right way. That is something I want to do, but that takes time. Resume development is also key and to show that you are ready for the job.
10. We will continue to do the “grab a slice” event. They have worked pretty well, we saw about 30 students just through the lunch period to chat about what is going on with them. The bulk of those students were First Year students who did not feel a part of the institution, which is something I am very mindful of.
11. Another big thing for me is Study abroad. Italy is the most popular for both short term and long term, and is one of the cheaper options for study abroad. Our program in Florence is not an in-house program and can be expensive. I am looking at how we can develop this and make it an in-house program. When I interviewed for this position, students were very adamant about Study Abroad, and making it more affordable; so, I am working on developing it, in a way that is meaningful, but also gives you the credits that you need. Another option I am trying to bring in is backpacking across Southeast Asia, which is a cheaper option.
12. Currently, something we need to focus on is branding. The faculty and I are working with marketing to revamp our website. There are also faculty videos and a college video in the works. We also started doing some view books. And we are looking at some logos for our college. Westfield has great faculty and I want them to be recognized in the media for that.
13. **Dave Youngerman**: Are there any thoughts about having the “adulating” classes you spoke about implemented to the common core?
14. **Dean Mills**: The core curriculum is being worked on right now with the faculty. There are two proposals, econ is proposing diversifying the level of econ courses they are offering so that they have one in every category. I have also met with the Finance Department and they are thinking of adding a Personal Finance course within the core as well, which would fall under the social responsibility.
15. **Dave Youngerman**: As a business major, I believe there are some courses that the average American should know, so I was wondering if there could be a push for some of those classes to be added for general education requirements
16. **Dean Mills**: Yes. There has been much discussion. If you send me that list, I will bring it forward. Our primary discussion was making these courses more relevant to students. Across the country Business and Econ have been being integrated into core curriculums.
17. **Cam Swan**: Were the stats you showed us regarding retention for the University or the college?
18. **Dean Mills**: That is for the College.
19. **Cam Swan**: Are those students still at the University?
20. **Dean Mills**: They did not switch out. We call this our First-Time First-Year retention, so these are students that came in as first years and have stayed in their major.
21. **Kaytlyn Mekal**: My question is about the Executive Leadership program you talked about, is that open to all majors or just Health Sciences and Nursing?
22. **Dean Mills**: It is not open to students, it is leadership skills that our faculty offer to the hospitals. But we could do something for students if you’d like, but it would be different.
23. **Thalita Neves**: You mentioned students getting their PIN texted to them, are there still certain groups that are required to see their advisors still, so that they have those connections that you were talking about earlier?
24. **Dean Mills**: All students would still have to meet with the advisors, it is just the way they receive the PIN. However, we are looking at some changes in advising, like moving some more First Year majors to the advising center, and having Sophomore advising in groups, so that it is less stressful for everyone. And the Juniors and Seniors will have their one-on-one Faculty Advising session.
25. **Matt Michalik**: Where is your office located?
26. **Dean Mills**: Parenzo 101.
27. **Giana Dean**: When First Years go to the Advising Center, can they state that there are not so many credits needed for the CJ major, making it easier for people to double major, or add a minor?
28. **Dean Mills**: Okay. That is a good point.
29. **Cam Swan**: Do you have any Intercollegiate or Interdepartmental courses coming up?
30. **Dean Mills**: We have some courses already here that we could pull to make that happen. I like to say we are inching at it, to make sure they work well.
31. **Tommy Howard**: Is the rule for students meeting with their advisors set on a University level or a Board of Higher Education level, or is it just Westfield State policy?
32. **Dean Mills**: I think the rule for advising is at the University level. Here it is part of the Faculty Agreement to do advising.
33. **Tommy Howard**: What is your opinion for Seniors to cut out advising, because they already know the process and that would give other students more opportunity to meet with their busy advisors?
34. **Dean Mills**: That’s a no, only because advising for seniors is a touch point to make sure they are getting completely ready for graduation. I think it should be earlier, but it is absolutely crucial. I also think that there should be Career Advising. So that Seniors are talking about actual career oriented things, for example Salary Negotiation.
35. **Marcus DiBacco**: What about seniors to help advise underclassmen?
36. **Dean Mills**: I think that is a good idea, as long as they are trained and advising the right way.
37. **Dean Mills**: If you have any other questions, please don’t hesitate to email me. Thank you.
    1. Thank you Dean Mills.
    2. I accept the resignation of Olivia Gwynn as a Representative-at-Large.
    3. I accept the resignation of Ariana Torres as a Representative to SGA for Courtney Hall.
    4. I move to appoint Ariana Torres as Courtney Hall President for the remainder of the 2018-2019 academic year. Motion carries
    5. I would like to inform you all that next week is a dress code meeting. We have had some turn over this year so allow me to explain what this means. Throughout the year we have certain guests come down to SGA who are either not from the university or hold a certain status at the school, mainly the President or Trustees. At these meetings we require that everyone be professionally dressed. I, for example, will be wearing a full suit and expect those of you who have one on campus to do the same. If you do not own a suit and tie or pants suit, please wear the most professional outfit that you have here. Next week, Senator Don Humason will be coming down to speak to the SGA. Senator Humason serves the District in the Massachusetts Legislature and is therefore one of our most distinguished guests. I will continuously notify everyone leading up to this meeting. Please do your best to remember. And I will see you all next week, thank you.
    6. Items not listed on the agenda.
38. 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. A couple things to report today in the Department of Student Affairs and Residential Life.
2. I met with Sue LaMontagne and Shannon Broderick two weeks ago to discuss the Student Affairs Committee and overall goals that we would like the committee to strive for. After initial foundation for the committee is set up at his Friday’s meeting, February 22, taking place in the Dunkin conference room E003 from 1:40pm until 2:55pm, we would like to begin to establish a structural skeleton for a “Student Appreciation Day”. I encourage all senators that are interested in Student Affairs as a whole, or intrigued by this idea to attend the meeting this Friday, and hopefully become members of the committee for the rest of the Spring.
3. As for Res Life, I spoke with Josh Hettrick and Jen Gould last week, the directors of the two new branches of Res Life being Housing Operations and Residential Education, about a general update to begin the semester.
4. Jen has proposed revisions to the Residential Education sector, pushing for more community building experiences based off recent feedback and more one on one relationships with RA’s and students. Jen is hoping to streamline the RA selection process for hire this year, and intends for apps to come out before Spring Break.
5. Josh has set up some reforms to the housing selection with a hold on First years and Sophmores wishing to transfer into apartments before Juniors and Seniors during the housing switch period. Josh will be hoping to speak to SGA in full sometime later this Spring.
6. If you have any questions for Josh or Res Life, Josh told me that Senators have the opportunity to speak with Kevin Brenzel from Res Live, since Kevin attends most of our meetings, severing as a resource from Res Life.
7. The Student Affairs Committee will be meeting this Friday, February 22 from 1:40 pm until 2:55 pm in the Dunkin Conference Room E003.
   1. Student Affairs Committee: **No Report**
   2. Diversity/Inclusion Committee: No Report
   3. Food Services Committee**: Elizabeth Ferrara**
8. Food Committee has a new meeting time this semester, Wednesdays at 4:00 pm. We need more members, so please come if you need another committee, or if you are interested.
9. Dining Services has a lot to look forward to coming up. March is nutrition month so you will be seeing a lot of Dining Services sponsored events next month.
10. You may have noticed that there are new specialty items in the retail locations, these change every month. There are grab and go items in all the retail locations as well.
11. Follow @westfieldstatedining on Instagram and Facebook to find out about secret information and events.
12. **Dave Youngerman**: Why is there not much of a pricing difference between the three meal plans. Can you bring it up next meeting, or share any information that you have?
13. **Liz Ferrara**: I brought it up last time because there is not too much of a difference between the unlimited plan and the DC basic price wise. It is around $100 but you get that in dining dollars, essentially. Their reasoning is because they want everyone on the unlimited plan, but they still offer the DC basic because they know that not everyone can afford the unlimited plan. If you have any other ideas, please either come to the meeting, or write something up and I will share it with them.
14. **Marcus DiBacco**: Have you spoken to them about having two lines on Wing Wednesday instead of one?
15. **Liz Ferrara**: No, but I will.
16. Our next scheduled meeting is Wednesday, February 20 at 4:00pm in the Tekoa Room.
    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. 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**
18. VICE PRESIDENT’S REPORT-FINANCE: **Thalita Neves**
    1. Finance Committee: **Thalita Neves**
19. The Finance Committee received a Finance Proposal from LAfE this week. They are requesting the funds outlined on the projector in order to go to the National Dominican Student Conference happening in March at Colombia University. They have been to this conference the past few years and wanted to go again this year because it is an opportunity for Westfield students to interact with professionals working in multiple different fields. It is a three-day conference in which multiple speakers deliver inspiring talks and workshops for students. They are requesting a total of $2,344.03 for the conference, 1,023.91 will go towards registration for the event. $924.60 will go towards hotel accommodations. And finally, $395.52 will go towards the transportation to the event.
20. Upon review of the requested amount, the finance committee endorsed this proposal.
21. I move to allocate $2,344.03 to LAfE for the national Dominican Student Conference. Motion carries.
    1. Foundation Report: **No Report**
    2. Student Organization Council: **No Report**
22. VICE PRESIDENT'S REPORT-PROGRAMMING: **Matthew Howe**
23. Campus Activities Board**: Matthew Howe**
24. Here are just a few things going on with programming.
25. Wednesday, February 20 CAB is hosting Trivia in the Owl’s Nest starting at 8:00pm. This month’s theme is Netflix. We’re changing it up this time instead of Owl Bucks, grand prize is a Netflix basket to get you through the chilly nights.
26. On Thursday, February 21 from 9:00pm to 11:00pm in the Owl’s nest, there is Thrifty Thursday with the theme being Sugar Scrubs. Come out and make your own all natural sugar scrub with coconut oil, sugar and your favorite essential oils.
27. On Friday, February 22 its Bingo, so come out to Scanlon Banquet Hall at 10:00pm to win some awesome prizes.
28. To finish off your week there is Besties for Cash on Sunday from 8:00pm to 9:00pm in the Owl’s Nest. Think you know your bestie? Come put your knowledge to the test. Winners receive Owl Bucks.
29. Here is some programming to keep your eyes out for.
30. Next Thursday, February 28 at 7:00pm in Dever it is the second annual Say What? Karaoke. Come out and see some awesome talent.
31. If you loved the Casino Night last year in Owl Bash then I have a treat for you. March 2 is Casino Night, right down here from 8:00pm until 12:00am. I’ll bring more details next week.
32. The next scheduled meeting of CAB is Wednesday, February 20 at 5:00pm in SGA E017.
33. Neighborhood Advisory Board: **No Report**
34. Community Relations/Fundraising Report**: Olivia Gwynn**
35. Hi everyone, I hope you all had a nice long weekend. For those of you who don’t know me, my name is Olivia Gwynn and I am your new representative for Community Relations and Fundraising for the remainder of the semester. I will be taking care of the Blood Drives and serve as the Chair to the Neighborhood Advisory Board, as well as the Chair to the Community Relations and Fundraising Committee.
36. On Wednesday, February 6 we hosted another blood drive. We had a total of 77 donors and we surpassed our goal. On top of this, we acquired the most donations on campus in two years, which is amazing. Our next blood drive will be held on April 17, and I will have more details as the event gets closer. Thank you and have a good rest of your week.
37. SECRETARY'S REPORT: **Elizabeth Ferrara/Courtney Smith**
    1. Executive Secretary Report: **Elizabeth Ferrara**
38. Buy your Owl Ball tickets! They are available at half price for you guys until March 1, see Barb Hand or Kim Hosmer, not the website to get them half off. And you can select your table with a member of Owl Ball Committee.
39. So far we have sold 70 tickets on line and only 4 senators have purchased tickets, so buy your ticket.
40. Since we didn’t have SGA last week, our senator of the week will be the senator of last week and this week. This senator went above and beyond by attending the Board of Trustees meeting. This week’s senator of the week is Dave Youngerman. See me after the meeting to get your certificate**.**
    1. Legislative Secretary Report: **Courtney Smith**
41. It is already time for Blue Key to start up. If you are new to SGA this year or need a refresher the Blue Key Award is an award in which students are nominated by faculty, staff or other students**.** The students who are to be nominated for this award are students who have gone above and beyond on campus this academic year. This award is the highest one that one can receive from the student body, this award is not given to students who are in a paid position at Westfield State, neither is it an academic award. It is strictly reserved for students who are going above and beyond in clubs/organizations they are a part of. These students are chosen by other students who sit on the Blue Key Committee. The Committee is made up of two students from each class, not limited to class councils.
42. Tonight we will be taking nominations for students in senate to sit on the committee.
43. The following students were elected to serve on the Blue Key committee: Class of 2019, Giana Dean and Matthew Howe; Class of 2020, Ethan Goodfellow and Kaytlyn Mekal; Class of 2021, Grace Boland and Mitchell McKitrick; Class of 2022, Katherine Pinney and Hunter Hassett.
44. Office hours will continue despite the short week.
45. PARLIAMENTARIAN REPORT: **Jacob O’Kane**
46. Rules and Regulations Committee: **No Report**
47. Constitutional Review Committee: **No Report**
48. 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: **Thalita Neves**
49. I just wanted to give you all a quick update on the Vice President of Student Affairs search. On Tuesday February 12 the search committee met to look over the resumes and cover letters of ten applicants who made it past the phone interview process and were actively pursuing this position at Westfield. After about three hours of discussion and deliberation, everybody on the search committee voted on the top seven candidates we wanted to meet at interviews, which is the next step in the process. These interviews will be taking place next week on Tuesday, February 26 and Thursday, February 28 at Bradley International Airport. I’ll have more updates next week, but if you have any further questions about the VPSA search, Dave or I would be happy to answer them.
50. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
51. Commuter Council: **No Report**
52. Senior Class: **Shane Stocker**
53. I move to appoint Giana Dean as Rep to Senate for the Class of 2019 Class Council for the remainder of the 2018-2019 Academic Year. Motion carries.
54. Junior Class**: David Youngerman**
55. I move to appoint Matt Jaques as a Representative to Sga for the Class of 2020f for the remainder of the 2018-2019 Academic Year. Motion carries.
56. Send a Crush has concluded, we made $70.00 from the initial selling including a whole 12 pack case to the business department, a bunch of on campus residents and even a few commuters who picked up their cans in the SAIL office.
57. While selling Crush cans, Pepsi Company came into Wilson to give students walking by a chance to sample their new product Mountain Dew Game Fuel. Every student that tried some of the Game Fuel was able to entire a raffle for a PS4 and the raffle will continue for the next week.
58. Since we were selling Crush cans and he was giving out game fuel, he may have hurt our sales a little bit but we loved the competition, or lack thereof. While trying to call out the competition I learned that Pepsi owned the Crush bottling service and so I guess I’m technically a representative for Pepsi.
59. Through this conversation going back and forth I learned that Matt Stahl, the Customer Development manager has contracts with the school and more specifically, Dining Services. Because of this contract they are willing to help students and the University in any way possible. He told me that in the future, if any clubs want to do fundraisers or put care packages together for finals or any other event idea, all we have to do is give him a two week advance notice and he will be able to drop off some donations of anything that Pepsi sells. The worst that he can say is no.
60. Out of fundraising for Crush, I met one of our class council’s roommates’ Tyler. Tyler is a professional yo-yo er and is sponsored and goes to multiple competitions to try his shot at becoming the best yo-yoer. After hearing that he presented his skills in class I asked to see some of what the grandmaster yo-yoer could do. He showed me and I was astounded.
61. Upon this interaction I thought maybe it would be a cool initiative to start doing small 2-3 minute video profiles of talented students in the Class of 2020. In that video, students with special skills could show their talent, tell where they are from, why they chose Westfield and what they see for themselves after leaving Westfield. If others are interested, I was thinking that maybe every class could do this maybe twice a month or however many times they see fit so by the end of four years, there will be many different students who can be showcased at Commencement. Altogether these talented students can be a part of a group called “Talented Owls at WSU” or something along that line. If this seems like a good idea we can speak after the meeting and see what we can do to start this initiative.
62. Last but not certainly not least, we will now have a full council ever since Tommy left to do better things. I move to appoint Matt Jacques as SGA Representative of
63. The Class of 2020 Council for the rest of the 2018-2019 academic year.
64. Our next scheduled meeting is on February 19 from 3:00 pm until 3:00 pm in Conference room E020.
65. Sophomore Class: **No Report**
66. First Year Class: **No Report**
67. Apartment Complex: **No Report**
68. Courtney Hall: **No Report**
69. Davis Hall: **No Report**
70. Dickinson Hall: **No Report**
71. Lammers Hall**: No Report**
72. Lansdowne Place: **No Report**
73. New Hall**: No Report**
74. Scanlon Hall: **No Report**
75. University Hall: **No Report**

1. UNFINISHED BUSINESS:
2. NEW BUSINESS: (requires majority vote to be opened)

1. ANNOUNCEMENTS:
   1. **Liz Ferrara**: Can I please see Owl Ball Committee briefly after the meeting?
   2. **Sean Manion**: The Westfield State hockey game tonight is a Veteran and Military and First Responder’s appreciation night at 7:45 pm.
   3. **Audrey Therriault**: This Monday, February 25 here is a campus wide discussion about finding a space in the Parenzo renovation for marginalized groups of students. Owls Nest at 6:30. There will be emails.
   4. **Matt Howe: 88** days until commencement**.**

1. ROLL CALL: Massara Almafrachi, Joey Joyal, Lorenze Beltran, Richard Dalton, Daniel Armany and Bradley Harvey were absent. Marcus Payne Camerone Kelleher, Andre Ruiz and Paige Pressey were excused. Mike Reid sent and alternate.
2. ADJOURNMENT: Meeting adjourned at 6:49 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.*