**Student Government Association Minutes**

March 17, 2015

1. ROLL CALL: Victoria Landry, Ashley Deleon, Dana Hopf, Marisa Russo, and Tim Brooks were absent. Albert Fava and Anthony Fattman were excused.
2. APPROVAL OF MINUTES FROM March 03, 2015: Minutes were approved.
3. PRESIDENT’S REPORT: *Rebecca DiVico*
4. Hello everyone, I hope you all had a wonderful Spring Break. We have Dr. Curt Robie, Associate Vice President of Facilities and Operations and Thomas Raffensperger,Dean of Academic Information Services and Library Director to speak to us about the renovations to Dever Auditorium that will take place in the Spring Semester of 2016.
5. **Dr. Curt Robie**: Good evening, everybody. I hope you had a good break. I’m going to basically give you a quick overview of a couple of projects on campus because you may be wondering what is going on and it’s getting close to the end of the year and I want to keep everyone up to date.
6. First off, the Science building. We are on budget and on schedule to open in the fall of 2016. The topping off ceremony has been scheduled for March 31 at 8:30 am. If you want to get your name permanently put in the building somewhere, come on over. The topping off ceremony is a traditional building ceremony that goes back 100 years or so where we actually put a Christmas tree on top of the building and it goes up with the last piece of steel. So, it’s the last piece of the superstructure of the building. In the old days, it used to be a piece of wood that everyone would sign. As we did with University Hall, we will paint the last beam white and everybody will get the chance to put their name on it and hopefully some sort of nice message. It goes up in the building and is there permanently. So, sixty years from now, when you come back, your name will still be a part of that building. It has to be that day at 8:30 am because that is when the president is available and we are trying to get others here as well. More announcements for that will be coming out on that.
7. We are going to be doing some more work in Wilson Hall as well. We did some work in Wilson over the break just for some tests for the air conditioning system. This summer, we will be doing some door work in anticipation of major renovations to Wilson next summer. The renovation work this summer is going to include making a lot of the inaccessible doors accessible to folks in wheel chairs.
8. We are going to be doing some more work in Wilson Hall as well. We did some work in Wilson over the break just for some tests for the air conditioning system. This summer, we will be doing some door work in anticipation of major renovations to Wilson next summer. The renovation work this summer is going to include making a lot of the inaccessible doors accessible to folks in wheel chairs.
9. Juniper Park, as you are aware, the University owns Juniper Park. We’ve owned it since it was built in 1968. Originally, it was a training school for teacher candidates here, at Westfield. Back when it was first built in the 60’s and early 70’s, there were a lot of Education faculty that actually had offices in there and some classes were taught in there as well as having some elementary school students from the City of Westfield in there. Over the years, more of the faculty moved out and it became a school for the City of Westfield. At one time, it had a maximum occupancy of 600 elementary students. Through some discussions with the city, it was definitely apparent that we are in need of space here. The city was going to be building a new elementary school, so the idea was when they built that new school, we would get back Juniper Park for our use. Unfortunately, there was a lawsuit downtown. The lawsuit basically held up the construction of the elementary school. So, there was some discussion as to what we were going to do and we worked out a deal with the City where the City was not going to go back on their agreement with us and the city is actually moving their kids to Russell School for a few years until that new elementary school is built. They are hoping to start that construction sometime this spring or summer. As part of the University master plan, that has been going on for the last four to five years, the decision was made that we are going to attempt to turn that building into a center for the Fine and Performing Arts, which means Theatre, Art, and Music would move over to Juniper Park. We’re in discussions right now. We have hired a design firm to start looking at the building. We already have preliminary wish lists from those three departments. We are going to be meeting with faculty in the next few weeks and we are going to start to study how we can best use the space in Juniper Park School. It is approximately 60,000 square feet. That process is in the works. What does that mean for the fall? Hopefully it means that if we can, with leaving Nursing on the second floor there, we can start some construction on the rest of the building. I am trying to work with Dr. Carlton Pickron and some others to see if we can use some of the larger spaces open as long as we can before we have to renovate. Music and Theatre need larger spaces. They need bigger spaces to do lighting, costumes, musical ensemble work, practicing, and things like that. So, we are looking at that. Also, as part of that project, we are looking at possible additions. Maybe a new Black Box Theatre and maybe a new performance space. It would probably be smaller than Dever but not too much smaller. It would probably be available sometime in the future. The reality is right now, we would need $25 to 30 million dollars and we only have $1.9 million dollars right now. However, in the Commonwealth of Massachusetts, you have to prepare for the eventuality. In order for us to make the case in the Higher Education bond bill, a way that the legislature created bonds for different state agencies to use for projects, it is going to take time. The last bond bill we had was in 2008 and that is how we got the money for the science building. That money just became available last year. We need to be prepared for the next bond bill which we anticipate, with the new governor; there will be some discussion soon. However, the legislature is talking about maybe sometime next year there will be discussion about a Higher Education bond bill. We need to have that study done so that we can tell them what we want to do and how much it is going to cost and what is going to look like. If we have that done ahead of time, we are going to have a better chance of getting the money to do the project. We have some good things going for us. We’re not asking for a new building, we are asking to renovate a new building. So, that is a plus. There will be a lot of work in Juniper Park.
10. We also have an accelerated energy project that we are working with the state on. This is a project to become just a little bit more sustainable. This project is going to be partially funded by the University and partially funded by the State and through some grants. The project is basically going to be somewhere over four million dollars. It will involve replacing some of the boilers in the power plant that are over 40 years old, occupancy sensors in most of our classrooms, LED lighting in Parenzo gym and the Woodward Center gym, a lot of projects to reduce our dependency on fossil fuels.
11. Does anyone here live in Davis or Dickinson? This summer we are going to do something very similar to what we did in Davis this past summer to Dickinson. Even though you probably won’t live there next year, the students that move in there will have a newly renovated building. Both of those buildings need a Phase 2 project. This Phase 1 project has made the buildings 60% accessible. The Phase 2 project will put an elevator in both buildings. We didn’t have enough money to do it all at once. Last year it cost us about 747 million dollars to fix up Davis and we will be spending the same amount in Dickinson this year. This is being funded through the Massachusetts State University Building Authority who owns the buildings. We are working with them on the project. And then we have to go back and the Phase 2 projects which will increase common space, put in a new entrance way, and construct an elevator.
12. We are also planning some other major projects. The last one I want to talk about is Dever. Dever of course goes back to the 1950s when Parenzo hall was built, being the first building on campus. It opened in 1956. It is an old building but it has great bones. It just needs some help. Dever Auditorium has needed renovations for 40 years. I know that because I was a freshman here in 1970 as Music Major and part of the MTG production team and I had to perform there. Many things are wrong with Dever. Number one, the orchestra pit is terrible. It doesn’t exist onstage. The stage floor is wearing out. We did a study about ten years ago and from that study, we had to take out half the rigging in that place because it was deemed to be unsafe by a major theatre consultant. Since then, we have put some things back but we have not done everything that we need to do. We have had a few embarrassing moments. One time, about twelve years ago, we invited a group to perform here at Westfield. It was the Harlem Gospel Choir. However, whoever invited them forgot to tell them that the stage was not accessible. When the choir got here, there was a woman in the chorus who could not gain access to the stage because she was wheelchair bound. The University was quite embarrassed and the woman was quite unhappy. We actually had to lift her up on stage which you really cannot do. So, we have to make Dever accessible. So, during our bond bill back in 2008, we requested funds from the state to renovate Dever. We received $2.8 million dollars which became available this year to renovate Dever. The major part of that is to make it accessible. Besides just the stage, one of the dressing rooms that service the auditorium is up on the second floor and you can’t get there without going up a very narrow and steep stairway. That is another problem. The orchestra pit is also not accessible; it is not even mechanical. We used to try to take pieces of the floor out to open the pit but even that is so dangerous. So, we can’t really use the pit anymore. The pitch in the auditorium also goes down and the stage is elevated. The pitch doesn’t meet the ADA elevation. It is too steep. We have to do something with that. We also have to do something with the pitch on the entrance corridor that goes down the back where the performers would go on the side of the auditorium to access the stage and dressing rooms. We also need a second means of egress off the back of the stage, as that is a fire safety issue. We have a lot of work to do there.
13. Some of the other things we want to do with this project is we also want to air condition the place. We also want to go back and try to improve the rigging and acoustics in the auditorium. We are also looking into changing the seating. Hopefully we will also have a room to store a Grand Piano that the Music department is raising funds for. A Grand Piano costs about $150,000 and it has to be in a controlled room with the right humidity and heat. Otherwise, it can do damage to the wooden soundboard inside. So, we need to come up with that too.
14. So, the State just released that money and we need to use it or they could take it back. We just hired a design firm this week and we are trying to develop a schedule to do the study and the construction. Right now, I can’t tell you the exact schedule. However, I will probably be able to do that in two weeks. I have asked Barbara Hand to take the names of anyone who wants to be e-mailed about these projects over the summer and going forward and I will be happy to keep you in the thread. I hope to let Ernie Iannaccone, the Music Department, the Musical Theatre Guild, and everybody know what the schedule is going to be, with the renovations to Dever auditorium. Then, we are going to have to all work together to see how we can manipulate it. The project is way too big to do in three months. It is going to either affect a fall semester or spring semester. I am trying to not have it affect an entire academic year. We are trying to see what we can do. Part of it though, is this is State money. The State requires that we follow certain regulations so it takes a little bit longer in the process. We are trying to push things along.
15. We’re also developing a five year list of capital projects on the campus and we’re also developing a five year list of upgrades and possible projects that we are going to meet with the Mass State Building Authority on the Residence Halls. So, I can tell you that we are continuing to improve the campus as best as we can. One of the things I use all the time when I try to get money for Juniper Park is that when I was a freshman here and showed up in August of 1970, I sat down with College President at the time and the Music Department Chair and they promised all of us freshmen that by the time we were seniors, we would have our senior recital in a brand new Fine Arts center. Now, I may have a senior recital, as I still do perform, but it is going to take on a different meaning as a “senior” recital.
16. So, we are trying our best and I am being as honest as possible. In two weeks, I will have more information. I know you all use Dever for many different things. We may have to think about having the Mr. Westfield pageant in the Woodward Center or in Juniper Park. For MTG, we will have to think about what we do with shows. For the Music and Theatre Departments, I have been talking with Karen Lavoie and Sabine Cline about what to do with productions and such. So, we are looking for options and what we can come up with. It’s exciting but it is going to be hectic.
17. **Evelyn Dina**: Is it possible to do the renovations from April to say, September so that most of the spring semester is over and you have enough time to do it?
18. **Dr. Curt Robie**: I just hired the designer today. We have to go through contracts and those need to be approved. They’re going to start work anyways. The issue is that the study that needs to be done is going to take two to three months, so it won’t be done until about the middle of June. Once the study is done, the architects then have to create a whole set of contract drawings and specifications and then it usually takes three to four weeks to bid it. These are state regulations. So, we may not see the first wrecking ball in there until late August or early September. But hopefully, depending on what we can spend, because part of that study is to see how far we can stretch that $2.8 million dollars and how we can best spend it, hopefully we can get it done before you return on January 16th. We are not sure. If the architects come back to me and say that there is no way they can have things done for the fall, maybe we can push it off until the spring. The point is that we need to spend this money and given the condition that the State budget is in right now, I get a little concerned about whether it is going to be there when we need it.
19. **Jon Cubetus**: The Class of 2017 is putting on the Mr. Westfield pageant next year and we had to find out in an odd way that we cannot use the stage. So, I was wondering, how we will stay informed throughout this process?
20. **Dr. Curt Robie**: Ernie Iannaccone knows. Some other people know. I don’t know where the communication broke down. Maybe it was me. If it was, I am sorry. We are going to make this work, so that anyone that wants to do a production can get it done. Whether that means renting space off campus, like we had to do in the early 90’s with athletic fields that could be done. This group here, back then, worked with me and other staff to get a referendum out to students who paid for Alumni Field. This kind of stuff happens and we found a place to play. I know you want to have things on campus and I don’t know the nature of the event but contact me and we can figure it out. I have to give these architects a chance to let me know what they think is humanly possible on their end so that the state sees that we are making progress.
21. **Aaron Sylvia**: Residents in Dickinson Hall are concerned about the renovations. When will it begin and will it affect the quality of life in the dorm this year?
22. **Dr. Curt Robie**: Renovations will start during or after Senior Week. We are going to be moving furniture out, but that is it. There is no construction during the academic year.
23. **Andrew Morin**: Does the study that you were mentioning have to happen while Dever is closed?
24. **Dr. Curt Robie**: No, the study I expect to happen this spring. It shouldn’t have any effect on Dever this semester. If we have to close, it will either be next fall or next spring, or both. I don’t know yet. There will be no affect this year at all. Architects will just be going in and studying the space.
25. **Andrew Morin**: Readdress. When you say next fall or next spring, do you mean spring 2016 and fall 2016? Will the space be available in the fall of 2015?
26. **Dr.Curt Robie**: I mean the Fall of 2015 and the Spring of 2016. It may not be available in the Fall of 2015.
27. **Courtney Keddy**: We have been hearing all along that renovations will not start until the Spring of 2016. But you are saying that you are trying to start it as soon as possible. So it could be starting this summer?
28. **Dr. Curt Robie**: As soon as possible. Yes. I have been speaking more with the faculty because of the academic programs. Ernie Iannaccone is aware of it. But Ernie comes up every three weeks and asks for more information, so don’t blame him. He is trying to plan.
29. **Courtney Keddy**: Readdress. Have you looked into what programs and how many are in each semester to see which would make more sense to do so that fewer things get moved?
30. **Dr. Curt Robie**: I think that will come into play. We have talked to the Theatre department and I know MTG does a big production in the fall and a smaller one in the spring. We know that there are Mr. Westfield pageants and talent shows but we are trying to figure it out. Ernie knows the schedule so I am going to rely a lot on Ernie to kind of work with us on looking at it. It may not be what everybody wants but we will all work together on this.
31. **Jon Cubetus**: For the new Science building, is there a name for it?
32. **Dr.Curt Robie**: No, not exactly. The University has a naming policy that was basically recently adopted by the Board of Higher Education in Boston and it basically is based off on contributions in the tune of seven figures to get a building named. However, you can name it after a faculty member or somebody at the University. But there is a dollar amount. That is why we have New Hall, U-Hall, and I don’t know what we call the next one. Wilson Hall was named after a professor here who was killed in his house on Western Avenue. He was a very famous professor. Most of the faculties that we have named buildings after here have been beloved. I remember many of them. You can’t just name a building. If you need a copy of the policy, just call my office.
33. **Victoria Landry**: For the student leaders who are planning events for next year, who should they contact about alternate spaces in anticipation that Dever wouldn’t be ready come the fall or spring? Should it be you or Ernie or someone else?
34. **Dr. Curt Robie**: If you usually schedule with Ernie Iannaccone, schedule with him. Let him know what it is you want to do. Feel free to copy me as well. Keep Ernie in the loop.
35. **Andrew Morin**: In two weeks, we should know whether Dever will be closed in the fall or spring or both, right?
36. **Dr .Curt Robie**: I hope so. That is my hope.
37. **Andrew Morin**: Readdress. We actually tried to book Dever for the Spring of 2016 and we were told that we cannot book Dever for that time.
38. **Dr. Curt Robie**: Right now, we are holding off. But let Ernie know.
39. **Rose Ferraro**: A big concern among music majors is practice space. In addition to potential space in Juniper Park, will there be space left in Bates?
40. **Dr. Curt Robie**: I don’t think so. Part of the master plan is to take space left over in Bates. There are some things going on here that you may not be aware of. First of all, Mod Hall is a temporary building. Eventually, it is going to wear out and we have five academic departments in there plus the honors program. We have to think about where we are going to put them. We just started a PA program yesterday and we have to think about where we are going to put them. Then anything else that comes up after that. We are still short of space. We may be thinking of another academic building even after Juniper Park and the Science building. Then we have to rearrange everything so that it makes sense. When this building first opened, the entire side of the building over there was students, no faculty offices or anything. That has changed over the years. The idea is that we have to realign space. I don’t think there will be practice space in both buildings. I think the plan is to give ample space to the department in Juniper Park.
41. **Olivia Dumas**: If we are being told that we cannot schedule things in Dever, should we be looking into scheduling events in other places?
42. **Dr. Curt Robie**: Just let Ernie and I know the dates and think about trying to book other back up temporary spaces with Barbara Hand. The designer for Juniper Park is brand new too, so I talked to Dr. Pickron based on what will be available there. It’s all a big shell game right now and we are trying to put the pieces together.
43. **Thomas Raffensperger**: When I heard what was happening down here tonight, I decided that I should come as well. I did not make enough copies of this policy but I can have it e-mailed it out. This was from the result of a process that Dr. Robie has gone through. I have been here for four years and he has so much to do with the renovation of the library. Any building on campus could bear his name. I am the Dean of Academic Information Services, which covers the library, the technology support desk, the library, media services, television and radio operation, center for instructional technology, and Dever stage. So, I just wanted to thank him for all he has done.
44. Dever stage is used by everyone and we have a space problem. So, trying to negotiate how it is used is important right now. So, this was a process that started in the summer. I want to thank Dr. Pickron and Dean LaMontagne who were very strong advocates for students during that process. Dever stage is primarily used by the Music department and to a lesser extent, theatre. It is used for a lot of other things to including community events. Everyone, at some point, uses this space. So, this is the statement saying how it is used to describe how it is used academically and by students. Of course, Mr. Westfield and MTG shows happen there. It establishes requirements for scheduling, which is basically just saying what you would have to bring to Ernie Iannaccone to utilize the space. It talks about safety, as there have been some safety issues over there. That is about it on my end.
45. **Victoria Landry**: On the second page, under student-run extracurricular, number three B, about tight scheduling regarding audition processes, would there be room for student-run activities? Would we be able to guarantee a dress rehearsal there?
46. **Thomas Raffensperger**: I would assume that a dress rehearsal would mean that you need the space technically, because you are in the space, so that we be covered the space technical needs not being able elsewhere. We also included an appeal letter process in here if you don’t like the decision about scheduling, you can appeal that to me.
47. **Olivia Dumas**: This is a new document. Are of any of the procedures in place being changed? Is the idea to make Dever more toward the academic side?
48. **Thomas Raffensperger**: This supersedes the previous procedures. It is an effort to simplify them. Ernie was frustrated because there was no policy. He was forced to make things up in the absence of rules and people didn’t like that and he didn’t like it either. So, this is an effort to create rules for everyone to understand.
49. **Olivia Dumas**: Readdress. So, with the creation of new performance spaces, do you think that the new spaces will be more for student-run activities as opposed to academic performances? Is it going to be equal?
50. **Thomas Raffensperger**: I have no idea. That is a process of negotiation. We don’t know what there is going to be. Dr. Robie talked about a space not as large as Dever but almost but one thing that we included in here was the right event for the right size space. So, if I were to have an event with maybe twenty people that should maybe be in the Owls Nest. We just want to be efficient.
51. Thank you Dr. Robie and Mr. Raffensperger. Our next speaker is Dr. Joshua Hettrick from Residential Life to talk about the housing sign up process.
52. **Dr. Joshua Hettrick:** Good evening, everybody. I wanted to come down and speak about housing signups. Selection nights begin tomorrow. I have heard a lot of incorrect information out there that I have been trying to address through e-mail. I sent out another series before I came over tonight and I want to make sure all the right information is out there right now.
53. I am going to run you through what this process looks like. MyHousing changed a bit this spring and we got a new version of the system that looks a lot better. It’s much easier to use. The clunkiness of the system is pretty much gone. Most students have completed applications and paid their deposits. We do have some students still coming down and we have been able to help those students out. We will continue doing that for now. Our numbers are not at a point where we need to cut it off.
54. The initial page of the process is the very long terms and conditions sheet that I’m sure that everyone reads through very thoroughly. One difference to the system is an electronic signature instead of a check box to reinforce the fact that this is an agreement. It has a lot of conditions within it that we hope students agree too including leaving the agreement in the middle of the year. Once a student does this, they go to the next page and this screen either needs to be reviewed or updated. It includes emergency contact information, preferences for looking for roommates or random assignments, and some of them are required. The next page is parental and guardian information. We have bee involving parents this year in the process and that has been beneficial for deadlines and such.
55. The living requests are pretty much the same. These are requests and preferences. We try to put out there that these are not what you are selecting. A lot of students fill this out. It is good if you are trying to pull in roommates, especially for apartments. It seems that a lot of groups are trying to fill the fourth, fifth, or sixth spot. You can search for people with similar preferences by using this as well. Living Learning Communities are the newest part. Students can fill out as much of that as they want and then they can hit submit and their application is submitted.
56. If you go back to the home tab, students see four different dates and times that we have selection nights. That starts tomorrow night, March 18 and then we have next Monday, March 23, next Wednesday March 25, and next Friday, March 27. Those are the times that everybody is seeing. They are general times and not the actual times that people will be selecting at. Those are going to start going out to students later. Once that comes up and is in red, it means it is live. The first thing is to be able to request other people as roommates. The system is sensitive and you only need the last name really. If one other part is off, it will not generate anyone. If that person is matched to you, it will say so. You all need to confirm each other. You can remind people, which will generate an e-mail, you can view their profile, you can send them a message, or remove them. If the other student was to go under housing sign up and roommates, he would see the request and either deny it, confirm it, or look at profiles. Once they confirm, this comes up where it says matches. Your roommate group is fully matched. When they start adding other people, everyone needs to accept everyone to be matched.
57. When you go to select a room, it is only going to show you rooms that are specifically available to your roommate group. So, it’s only going to pull up two person rooms on the campus if there are only two people in your group. It will only do so in traditional residence halls and not in apartments or suites. For apartment and suites, it is four, five or six person living spaces and only roommate groups with that number of students can see those apartments. That goes for gender as well. Floor plans are viewable too. I will fix them because I heard that they are not working. The size is ridiculously large but you can zoom out. We have marked the doubles, triples, and singles as well.
58. We also have the fees listed as well, so you know how much you will be paying. Areas that we hit issues last year was that everybody hit “I agree” without paying attention to who was in which spots. So, I had people in July getting bills for singles when they should have been in the doubles and calling my office to tell me that I am bad at my job. So, whatever we can do to encourage students to pay attention to that, we will. It is important for students to get the right bills, especially in the apartments and suites than anywhere else in the campus because there are varying fees within the apartments themselves. The other issue we had with co-ed apartments and suites was that people were placing men and women in the same bedroom together. The system did not prevent them from doing that. This year, it will allow a co-ed suite or apartment but not the bedroom. So, if people aren’t paying attention to this and have a male or female in the same room, they are going to get an error screen. If a person starts panicking, they could be sitting on this screen for a while and then the apartment could be taken.
59. Once they hit “I agree” it will take them to the confirmation screen which generates a confirmation e-mail with the terms and conditions as well. Once you go back to the home screen, it will tell you fall 2015 and those room assignments. That part will be off until next week when the process is over but the confirmation e-mail will tell you your building, your room, your roommates, and everything that would appear here.
60. There was a lot of anxiety about this last year but those who have done it know how quick and really easy it is. The most important thing for all students to have options because you won’t really know what is available until you are in the system. Having plan A-Z is not a bad idea for students.
61. **Ashley Deleon**: I noticed that you jokingly said that the floor plans are really large but the ones on the Westfield website are tiny and not labeled double, triple, single, etc. Is it going to be updated as well?
62. **Josh Hettrick**: Yes.
63. **Victoria Landry**: How has the response been for the LLCs?
64. **Josh Hettrick**: There has been a lot of generated interest. What I can tell based on my knowledge, is that if students don’t get into apartments, they will then look at LLCs as back up options. The Honors section is half full already, which is not unusual and the First-year interest in that will fill the section. There are four other sections with students signed into them and I believe that number will go up next week with the additional events. The most important thing that we have done is that next Tuesday, we added a time to our schedule for students to sign up for an LLC if they haven’t done so already. By Tuesday of next week, we should see all the apartment style housing gone, except for maybe Lansdowne, and then students will be going to Courtney, Scanlon, Lammers, etc. and they may want to look at LLCs.
65. **Victoria Landry**: Readdress. As for incoming first-years, for tour purposes, how are they being informed? Is it going in the housing sing up process, once they send in their deposit or is it on MyWestfield?
66. **Josh Hettrick**: It is more than that. They got it in the packet from the admissions area, they get information from the LLC e-mail once they make the deposit, it’s on their housing application, and then what we are doing is talking about it on Accepted Students Day and during orientation. Right now, based on the small number of applications coming in from incoming students, about 15% of the class has expressed interest.
67. **Andrew Morin**: Are you going to do something similar to last year where they days in between selection nights in which you inform students how many apartments, suites, and rooms are available in each residence hall?
68. **Josh Hettrick**: Absolutely. I want students to have as much information as possible and that helped with anxieties last year. Every time we have spaces open, I’ll be sure that everyone knows.
69. **Maddie Creamer**: I received a few concerns about LLC sign ups. If you signed up in person, do you have to go into the system and match roommates or anything or are we all set?
70. **Josh Hettrick**: You are all set if you signed up for an LLC in person at one of the LLC events.
71. **Danielle Coveno**: I just wanted to say that it is a great idea to have the requirement of six people matched in a six person apartment because my sister goes to Worcester State University had a group of six people but there were no six person apartments left but there were single spaces still open in apartments because the other groups that went before her might have only filled five spaces and the whole process was just strange. I like how we do it like that.
72. **Josh Hettrick**: Thank you.
73. **Ariana Roche**: Going back to the LLC, you said that four other ones had sign ups today. Which four?
74. **Josh Hettrick**: Teachers for tomorrow, which is not surprising. The substance-free one, the scientific connections one, and the arts one is probably the next popular one, which we kind of expected. The arts one is very broad. The big thing about teachers for tomorrow one is that we are changing the third floor of Lansdowne to have four person apartments instead of five. What has traditionally been a triple in those apartments will be a premium double. It will be at the two-person apartment rate but it will be two students. Four person apartments are most popular. We felt it would be better for student-teachers. Having a triple for student teachers isn’t practical. The parking down there is better for student teachers as well.
75. **Courtney Keddy**: Do the RA’s in the section agree to the LLCs and work with them?
76. **Josh Hettrick**: The RA’s in the LLCs were selected specifically for those LLCs. The programming will be modeled around that community. Those RA’s are a step above an RA but lower than an SDA. It’s a middle position with more responsibilities to pay attention to the needs of that specific community, so their compensation is a little bit more than a normal RA and less than an SDA.
77. **JJ Terlaga**: Did you get rid of the part feature where you could see where other people lived?
78. **Josh Hettrick**: Yes. Right now, the hall, the room, and the price, along with the floor plan are what students can see.
79. The Career Center has invited us to fill a table for the Dining Etiquette and Fashion Show on March 23 at 5:00 pm. A table is eight people and I’m going to send around a signup sheet. Please make sure that if you are signing up that you can go.
80. The Relay for Life Club will be hosting its second Relay for Life event on April 17. Next week, from March 23 to March 27, they will be hosting the “Paint the Campus Purple” event. There will be a ton of different activities, so keep your eyes out for that and don’t forget to wear purple.
81. This Friday, March 20 is the Cotillion. Please make sure you and your friends come to SGA and pick up your tickets to sign up for a table. You need your ticket to get on the bus and to get into Tekoa.
82. I know Richard Darrach is probably going to talk about it but I felt like plugging it here too. The Mr. Westfield Pageant will be next Saturday, March 28 at 7:30 pm at Dever Stage. Make sure to support the Class of 2015 and all of your friends who are competing.
83. March 31 we will not have a speaker and we will be having Trivia Night.
84. Items not listed on the agenda.

1. BOARD OF TRUSTEES’ REPORT**:** *Joshua Frank*
2. All University Committee**: No Report**
3. Neighborhood Advisory Board**: No Report**
4. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Joshua Clark*
5. Hello, just a quick report for you today. Thank you Josh Hettrick for writing down and explaining the housing signup process.
6. First, let me give you some preliminary data from the snow removal survey that was closed on March 6**.**
7. The survey was taken by 736 students over the course of two weeks. The split was fairly even in terms of class year. Twenty seven point five percent of respondents were seniors, 26.2% were juniors, 24.2% were sophomores and 22.6% were first years.
8. Forty two point nine percent had South Lot passes, 22.7% had commuter lot passes, 32.9% had no pass at all. Interestingly, 1.5% of the respondents have passes for the Second Congregational Church.
9. I won’t go through each data point but I’ll give you a drive-by of what the data is looking like. Once the Student Affairs Committee has a chance to review the data, I will email the student body with the data and a little bit of analysis.
10. For the statement “I find communication at Westfield State University in regards to weather-related concerns to be effective,” 34.5% agreed while 7.2% disagreed.
11. For the statement “I find my experience going to, from and around the Westfield State University campus after recent snow storms to be satisfactory,” the results were more like a bell curve with 27.2% somewhat agreeing and 23.7% somewhat disagreeing.
12. Seventy Four point five percent of respondents preferred text messages and 69.9% preferred emails in regards to communication about snow-related information. Since both of these are currently being used, they would also fall into the category of “I am satisfied with the current methods.” There were 51 open-ended responses and 7% of the responses using the word “earlier” so that was interesting.
13. The soapbox was used by 268 respondents who used the words the range anywhere between “good work” and “terrible job” so the open-response question will need more precise analysis.
14. The winner of the $25.00 in Owl Bucks was Emmitt Witherspoon. So congratulate him if you see him in your travels.
15. **Ariana Roche:** Now that you have these results, what is the game plan?
16. **Joshua Clark:** The results will be distributed to Facilities & Operations so that they can just see what the students are saying about snow removal. There was an editorial in the newspaper that really upset the maintainers. The process has been tricky this year. I spoke with President Preston yesterday and she explained to me that there have been maintainers sleeping on campus through the snow storms. They had small crews figuring out the snow. It is a sensitive topic. I will give this report to Facilities & Operations.
17. **Ariana Roche:** Readdress. Is it going to any other bodies than students and Facilities? Like the results relative to the people who alert us about snow days and moving our cars and such?
18. **Joshua Clark:** I certainly have the intention of getting these results to Public Safety and Academic Affairs. I will give it to Facilities first. Chief Cassiano is aware of the results. Because Academic Affairs makes the call, I will send this to Marsha Marotta as well.
19. **Victoria Landry:** Based on some of the results that you have skimmed through, has there been actual constructive criticism or has it just been a lot of angry capital letters and swears?
20. **Joshua Clark:** I would say it was more refined capital letters and swears. There weren’t capital letters and swears per say, but there wasn’t a lot of constructive criticism. Facilities and Public Safety receive a lot of calls during snow storms that they can’t really do anything about because they do what they can with the conditions they are giving. The soapbox was to let students know that their concerns would be heard.
21. **Courtney Keddy:** The last time that we had snow, it was coming over the weekend. Public Safety sent out an e-mail on Thursday or Friday informing us of the whole schedule and I think that worked a lot better.
22. **Joshua Clark:** Thank you.
23. I am meeting with Jon Conlogue this week and will be attending the Housing Committee meeting this Thursday, March 19.
24. The Student Affairs Committee will be meeting this Friday at 2:00 pm in the SGA Club Room. Principally we will be discussing the snow removal survey and some policy changes that will be coming down from Student Affairs.
25. Student Affairs Committee**: No Report**
26. Multicultural Committee**: No Report**
27. Food Services Committee**: Megan Doerle**
28. Student verses Food is tomorrow night, march 18 at 5:30 pm in the Dining Commons. Signups went out yesterday afternoon and they are going fast.
29. Tomorrow, March 18 is National Oatmeal Cookie Day. In honor of that, Dunkin Donuts is giving out a free bag of mini oatmeal cookies with every purchase.
30. Next week Kim Tobin will be joining us in our meeting to talk about sustainability on campus along with local food sourcing and how we are working out these issues on campus. If you have any questions or concerns, we would love for you to come to our meeting, next Tuesday, March 24 at 4:00 pm. If you cannot make our meeting time, you can talk to me or send an email and I will bring your concerns to the meeting.
31. After hearing concerns about the Dining Commons, I wanted to create a way to let students know that we hear your concerns, but sometimes are out of our hands. So, I am working on creating a bulletin board that shows the big concerns and the reasoning behind why those concerns are not changing. So, if you have any concerns, that you have heard students talk about, please let me know so I can incorporate them.
32. Sodexo wanted to let you know that the Friday before spring break, they donated all produce and dairy products that, would not last a week, to the Salvation Army. They were able to give these items to families in need.
33. Evelyn Dina: What day is the crepes day?
34. Megan Doerle: The Crepes event is March 24 and that actually was changed from being an elite event to just a pop up event. So, it’s free.
35. Our next scheduled meeting is March 24 at 4:00 pm in the Tekoa Room.
36. Health Committee: **No Report**
37. Parking Control Board: **No Report**
38. Student Athletic Advisory Board: **No Report**
39. Substance Advisory Committee: **No Report**
40. Community Relations/Fundraising Report**: Justin Connolly**
41. Next Tuesday, March 24 will be our annual Health Fair from 10:00 am to 2:00 pm.
42. There will be 50 individuals coming and representing various groups and organizations, including various departments of Noble Hospital, Physical Therapy groups and a Massage Therapist, who will be giving free massages.
43. As well as campus organizations that you should come out and support.
44. The Class of 2016 will have a table for the Buzz-Off.
45. There will be a table that can give you some information on disability awareness.
46. Pet Therapy will also be there.
47. So come by, pet some puppies, get a massage and take advantage of this opportunity to learn more about your health.
48. **Evelyn Dina**: If I know a group on campus that wants to do a table at the Health Fair, how should they go about doing that?
49. **Justin Connolly**: They should e-mail Pat Berube in Health Services.
50. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Olivia Dumas*
51. Academic Policies Committee: **No Report**
52. Curriculum Committee: **No Report**
53. Enrollment Management Committee: **No Report**
54. Campus Technology Committee**: No Report**
55. International Programs Committee: **No Report**
56. Library Advisory Committee**: No Report**
57. Writing Liaison**: No Report**
58. VICE PRESIDENT’S REPORT-PROGRAMMING: *Daniel Chamberlain*
59. Programming update**: Daniel Chamberlain**
60. Happy St. Patrick’s Day everyone and welcome back.
61. The week before break we announced the Spring Weekend Concert artists at CAB. They are Joel Crouse and Ashley Monroe. Joel Crouse has opened for acts like Taylor Swift, Darius Rucker and the Band Perry. Ashley Monroe had the number 1 Country Album of 2013 and has worked with Hunter Hayes, Blake Shelton, Train, Cheryl Crow and is in the Pistol Annies with Miranda Lambert. So far there has been mixed reaction from the campus to these artists, but CAB is confident that this will be a great concert. AS you guys have probably seen by now Dean LaMontagne sent out an email to the campus yesterday regarding the concert and the process CAB follows when picking out the artist. The email explains how CAB finds available artists and how we go about booking the talent.
62. Moving away from the concert, I have the finalized menu for the dinner in the Dining Commons for Friday night, April 24.
63. We will have at the Island there will be chicken and waffles.
64. At the Grill there will be Texas toast grilled cheese and tomato soup, corn dogs and French fries.
65. The Entrée will be chicken fajitas, Spanish rice, peppers and onions and mashed potatoes and gravy.
66. The Pizza station will have cheese pizza, BLT pizza and buffalo chicken pizza.
67. Pasta will be as always.
68. The Specialty area will have mac and cheese bites, mozzarella sticks with marinara sauce, and chicken fingers.
69. The Deli will have popcorn chicken for wraps and bacon for sandwiches.
70. The desserts will be cheesecakes, dirt cups, and sundae bar including hot fudge, caramel, cherries and sprinkles.
71. Tomorrow night, March 18 we will be hosting trivia in the Owls Nest at 8:00 pm and we will have pizza as always so make sure to come out and win some owl bucks.
72. On Thursday, March 19 we have comedian Jay Black coming to the Owls Nest at 8:00 pm. He is a very funny guy so; you should all come to that as well.
73. **Olivia Dumas:** I just wanted to commend you, Danny, on doing a great job with picking a spring weekend artist and also dealing with some of the awful comments thrown back at you. I would urge all the student leaders in this room and members of student government to stand behind CAB in this decision. It is really hard for them to do all of this, as you read in Sue LaMontagne’s e-mail and they did a really good job with this. Please help other students understand how great the concert will be.
74. **Danny Chamberlain:** Thank you.
75. **Megan Dorele:** Are there going to be any vegetarian options in the DC on Friday, April 24?
76. **Danny Chamberlain:** The salad bar will be there as usual, the pasta station will be the same, there is a vegetable pizza, and there will probably be more. If you have any specific concerns, we can talk about it.
77. **Chelsea Nelson:** Do you know how much guest packets are going to be?
78. **Danny Chamberlain:** We are still working on how the guest system is going to work this year. Concert tickets, regardless, will be $10.00.
79. Our next scheduled meeting is Wednesday, March 18 at 5:00 pm in the Owls nest.
80. VICE PRESIDENT’S REPORT-FINANCE: *Matthew Carlin*
81. Finance Report: **No Report**
82. Foundation Report: **No Report**
83. SERETARY’S REPORT: *Andrew Morin/Evelyn Dina*
84. Executive Secretary Report: **Andrew Morin**
85. Elections for the 2015-2016 school year are creeping up on us. Election packets and materials will be released on Monday, March 30 at 9:00 am. All signature papers and other materials will be due on Friday April 10 at 5:00 pm. Elections will be held Tuesday, April 21 through Wednesday April 22 on MyWestfield.
86. If you have any questions about election materials, voting, position descriptions, etc. please see me during my office hours. Also, if you are interested in my position, please talk to me.
87. On another note, Cotillion is this Friday, March 20 at 7:00 pm at Tekoa Country Club. In total we have about 200 people attending which is great. We still have a number of guests who have yet to come down to SGA, sign up for a table and pick up their ticket. We have already randomly assigned these individuals to tables. Please let your friends know that if they have not come down yet, they will be sitting at a random table. Also, they must come down to pick up their ticket. Without a ticket, they will not be allowed on the bus or into the event. I don’t want anyone to have wasted $33.00.
88. The Cotillion Committee and Exec will be going to Tekoa at 6:00 pm for final set up and to greet people. If those people, with their dates, could be in front of Scanlon around 5:45 pm so that we can leave promptly, that would be very much appreciated.
89. If the Cotillion Committee could meet quickly by the couches after this meeting that would be great.
90. For everyone else, the buses will begin arriving in front of Scanlon around 6:45 pm and will return to Tekoa beginning at 11:30 pm. but we won’t leave until midnight. If you choose to leave the event early, you will not be readmitted. There is no going outside for any reason except for leaving.
91. As far as Lansdowne shuttle is concerned, Captain Foyle approached me yesterday, March 16 and he is wondering if students are going to utilize it. He said that going through the list he did not see very many Lansdowne residents. Do you all know of anyone who is absolutely planning to use that shuttle?
92. I just wanted to say thank you to the Cotillion Committee, Exec, anyone who bought a ticket to Cotillion, who asked their friends to buy a ticket, or anyone who had anything to do with this event actually happening. It has been a very important goal of mine for this entire academic year and I can’t believe that it is finally actually happening. So, thank you for supporting me and SGA in this.
	1. **Victoria Landry:** The piece about having the yellow ticket, do students know this? Has it been included in information all along?
	2. **Andrew Morin:** Yes, earlier today, when I wrote my report, there were a lot more students who haven’t picked up their tickets but we had a lot of people come down right around 5:00 pm so it’s really only three or four people down here and at this point, Kim Hosmer has sent them at least two e-mail reminders.
	3. **Ashley Deleon:** You said as far as the tables, you need to tell Tekoa who is sitting where, if there are two tables of five, are you combining them for more space, or leaving them be?
	4. **Andrew Morin:** That is fine. I will only be combining tables with two people at the table and maybe merge them with a group of six because to have Tekoa set up an entire table for two people is inefficient and having their server have to take care of two people is kind of pointless.
	5. **Ashley Deleon:** Readdress. The thing about locking us in – it kind of sounds a little bit stressful. I feel like if people need fresh air, there is no ability to step out for a minute. Are they blockaded back in?
	6. **Andrew Morin:** The way the Tekoa is set up is when you walk in, there is a huge open lobby area with the coat room right there, then you walk in through another door and there is the bar and that is another whole open room with tables set up, and then you physically walk into the dance floor and buffet room. You can walk into the lobby or bar area or wherever. The issues we are trying to avoid are students leaving and coming back with people who didn’t pay for a ticket as well as students smoking. If you need a minute to step off the dance floor, you will have space.
93. I hope you have a fantastic week and I look forward to seeing you on Friday, March 20 at Cotillion.
94. Legislative Secretary Report: **Evelyn Dina**
95. Now that Blue Key Award nominations are closed, we have 26 nominations.
96. Things are coming up so fast this semester, so sadly I am starting to think about the end of the year SGA banquet, which is going to be on May 5. Every year we give our SGA t-shirts at the banquet so, I’m going to pass a sheet around for all of you to fill out what t-shirt size you would like next to your name.
97. **Aaron Sylvia**: With the t-shirts, if I am not a great artist, does that count as me not getting a unit?
98. **Evelyn Dina:** No, not at all. You can go online and find a t-shirt layout designer and design something quickly and even if it doesn’t get chosen, you will still get a unit. Be creative and submit it to me.
99. **Justin Connolly:** Will the health fair count as a unit?
100. **Evelyn Dina:** Yes.
101. Just a reminder, some of you are getting pretty close to your four absences. For those who have four absences you have one last chance. Again, I’ve printed up the list of how many absences each of you have, so, if you are curious or would like to see how many you’re at come up after the meeting. I strongly suggest coming up to check.

1. PARLIAMENTARIAN REPORT: *Sara Palis*

Rules and Regulations Committee: Sara Palis

1. Two weeks ago, the Rules and Regulations Committee voted to approve the Nursing Club, Student Theatre Association and Communications Club constitutions pending changes. If anyone wants more information about the club, come find me after the meeting and I will be happy to answer questions you may have.
2. Our next scheduled meeting is March 17 after the SGA meeting in the SGA conference room 020.

1. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
2. Commuter Council: **No Report**
3. Senior Class: **Richard Darrach**
4. Senior Fest packet sales have been extended until Friday March 27.
5. We are hoping sweatshirts will be in very soon, we have a call into the company and now we’re just waiting to hear back.
6. Senior Wisdom and Merit nomination forms are being sent out. To be eligible you need a GPA of 3.5 or higher.
7. Mr. Westfield is Saturday, March 28. We have a few big things for the show this year, so you need to find out what they are.
8. Commencement information was released last week by Academic Affairs. There was a lot of important information regarding tickets, deadlines, cap and gown ect… Be sure to check that out.
9. Our next scheduled meeting is March 17, at 9:00 pm in the SGA room.
10. Junior Class: **No Report**
11. Sophomore Class**: Maddie Spillers**
12. I hope you all had an awesome break.
13. Our Class Council is holding a tie dying event on April 9 from 7:00 pm to 9:00 pm in the Owls Nest. We’d love to see you all there. You can either pay $1.00 for a t-shirt or bring your own.
14. We’ve also been working closely with Samantha Kendall who is the president of Westfield’s Revolution Against Sexual Assault Club. I’ll be keeping you updated on when and where those meetings will be.
15. I know it’s already been said, but Mr. Westfield is March 28 at 7:30 pm in Dever, please be there.
16. Our next scheduled meeting is Thursday, March 19 at 3:45 pm in conference room E003.
17. First Year Class: **Maddie Creamer**
18. The Class of 2018 is holding an Egg Hunt on Saturday, March 28 in University Hall. The Egg Hunt will be held at 10:00 am to 11:00 am for member of the community and 11:00 am – 12:00 pm for Westfield State Students. Prizes will be given to students who find eggs that have a ticket in it. We hope to see you there.
19. Our next scheduled meeting is on March 23 at 5:00 pm in the SGA conference room.
20. Apartment Complex: **Chelsea Nelson**
21. The Apartment Complex hall council has been working hard on planning events for our residents.
22. This Saturday, March 21 we will be having another breakfast card starting at 11:00 am.
23. Monday, March 23 there will be a build a snowman contest with winners getting $10.00 in Owl Bucks. It’s in the Dickinson Common room from 5:30 pm to 7:30 pm.
24. Finally we have a recycle man building contest in the Dickinson Common Room from 7:00 pm to 8:30 pm with $10.00 in Owl Bucks to the winner.
25. Our next scheduled meeting is on March 23 at 5:00 pm.
26. Courtney Hall: **No Report**
27. Davis Hall: **No Report**
28. Dickinson Hall**: No Report**
29. Lammers Hall: **No Report**
30. Lansdowne Hall: **No Report**
31. New Hall**: Emily Mason**
32. New Hall has put out an offer to all halls to participate in an end of the year event. This will be much like last years with all halls having the opportunity to contribute as a hall as well as individual gifts for residents. This was done last year by four halls and as of right now, we have a much larger turn out for the year coming. If your hall is still interested in participating in this event, please meet at the couches directly after this meeting.
33. As a side note New Hall is doing March Madness.
34. Scanlon Hall: **No Report**
35. University Hall**: No Report**
36. UNFIISHED BUSINESS**:**

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1. NEW BUSINESS:
2. ANNOUNCEMENTS:
3. **Olivia Dumas:** I need another student for the CurriculumCommittee. Please see me if you are interested.
4. **Josh Clark:** I will be letting the Student Affairs Committee know when our next meeting is**.**
5. **Andrew Morin:** I would like to see the Cotillion Committee quickly after this meeting**.**
6. **Evelyn Dina:** Come see your absences please, if you are interested.
7. **Courtney Keddy:** 60 days until commencement.
8. ROLL CALL: Dana Hopf, Marisa Russo and Tim Brooks were absent. Marlon Bryan, Albert Fava and Anthony Fattman were excused.
9. ADJOURNMENT: Meeting adjourned at 7:15 pm.