**Student Government Association Minutes**

March 18, 2014

1. ROLL CALL: Ryan Losco, Tara Saraf, Alexander Gage and Gina Mannarino were absent. Justin Connolly was excused and Shannon Cullinane sent and alternate
2. APPROVAL OF MINUTES FROM March 04, 2014: Minutes were approved.
3. PRESIDENT’S REPORT: *Taylor Fote*
4. Tonight we have Josh Hettrick here from Residential Life to discuss the new housing process.
5. **Josh Hettrick**: Hello, here I am again. I heard the Tuesday, March 4th before Spring Break, there were a lot of questions, so not knowing what a lot of those questions are, and I’m going to go through the process for you again. Please feel free to ask any questions throughout this and after; the more clarity you have, the better able you will be to help other students understand this as well. Some of the rumors I’ve heard are impressively wrong, so I just want to clear those up. The most important thing right now: we start sign ups Monday, March 24th. On Monday, the only students who will be able to select rooms in housing are going to be roommate groups made up entirely of current juniors and seniors. I always talk in current class years when we talk about this process. So, Monday, juniors and seniors can go for any type of housing. On Wednesday night, March 26th, we will move to current juniors and seniors, as well as current sophomores, so any groups that have any one of those three class years will be able to participate that night. We will get though as many selection times as we possibly can in that night. We start at 5:00 pm and proceed until 10:00 pm, so that means we have the potential for 720 to be able to select housing that night. Not everyone will, because there are going to be roommate groups that are including freshman that won’t be able to go until the following week. We anticipate at least a few groups will need to have back up plans who are participating that second night. Seniority, which we have been told, is a consistent priority, is remaining in place through this process, no matter what night of selection we are talking about. So, the first night, all juniors and seniors are participating, everyone will get a selection time. We have two people going every minute, so at 5:00 pm, two people will enter the system. At 5:01 pm, two more people will be able to enter into the system and so on, all the way until 10:59 pm or whenever we run out of juniors and seniors that are in the process. There is no time limit for when someone can sign up, so if you log in and your selection time is 5:00 pm you do not have until 5:01 pm to make your selection. You have the time you need to be able to go into the system and make your selection. You also all will go at the time of your earliest roommate group member. So, if I have six people I’m trying to sign up with, and I have 5:00 pm, I am signing the other five people in my group. That’s the same for any roommate group. That’s why it’s important the person singing up knows ahead of time, what to be trying for. Any questions regarding that part?
	* + - 1. **Kevin Soucie**: Just to reiterate, let’s say your time is 10:59 pm and your roommate has 5:00 pm. You can sign up at 5:00 pm?
				2. **Josh Hettrick**: Yes, but it’s not you, it’s the person who has the 5:00 pm time slot that is logging into MyHousing and making the selection for the group. The whole group doesn’t have access just because one person in the group does.
			1. I’ll show you how the process works on the screen, but I encourage you to make sure you’re checking all the emails I’ve been sending you. Make sure you click “Apply for Housing” to confirm your intention to live on campus before going on to the MyHousing portion. Make sure you read the Housing agreement, not just check “Agree”. You also need to fill out all the contact information, including emergency contact information. Any Questions?
6. **Joshua Clark**: you mentioned that you were sending out a lot of emails about this process. As a commuter who is looking to move onto campus next semester, I have not received any of these emails you’ve been talking about. Are the emails only going to current resident students or to students who have paid their room reservation deposit?
7. **Josh Hettrick**: The emails sent from me go only to residential students. When we have things that need to go out to commuters, we actually have to send it over to Student Affairs to have it sent to commuters for me, so it’s not coming from my email because I don’t have access to emailing the commuter list. Commuters are sent emails from Kim Morgan, and she copies me so I know they are sent. There are definitely not as many emails sent as opposed to the number the residential students are send, but I’m positive the important information is sent ot commuters, but there are links on our website with all the information that would be in those emails.
8. **Sarah Hegarty**: So you said you should plan ahead of time who gets which rooms in an apartment, is there a place on the system that you should enter that information already or just have it discussed and know in your group who wants what?
9. **Josh Hettrick**: Yes, just have it planned. If you’re figuring it out right then and there, then it will take longer and you will have more people logging on and potentially taking the apartment you wanted.
10. **Ashley Deleon**: Is there any way to look at the floor plan before that moment?
11. **Josh Hettrick**: We’re going to be uploading it onto our website, so you’re going to be able to see the floor plans for all the returning residence halls, which will hopefully be up by tomorrow at the latest.
12. **Richard Darrach:** I’ve heard this rumor a few times: So, if a junior is planning to live with a sophomore, they will be registering Wednesday, March 26th. But people seem to think that although the y have a junior number, they have to wait until the sophomores are eligible to start signing up as well, meaning that I have to wait until the first sophomore is eligible to sign up.
13. **Josh Hettrick**: That’s not right. So Wednesday, March 26th junior/seniors who did not select on Monday, March 24th will be issued a new selection time for Wednesday, March 26th, but the times will still be prioritized by class year on Wednesday night, so they will still be able to sign up for their group with the sophomores in it before groups made up of just sophomores. Spill over students going into the next sign up will still be prioritized by the class year at the front end of that night.
14. **Courtney Keddy**: Will your selections affect what you view for signups? Like if you chose honors, will it only show Lammers?
15. **Josh Hettrick**: Correct.
16. **Andrew Morin**: I’ve heard people are searching for roommates and then finding a lot of people who already have roommates. It would make sense to have profiles not come up in the search if you don’t need roommates still.
17. **Rebecca DiVico**: Point of Information: There is a setting for students to put their profile on private if you already know whom you want to live with.
18. **Josh Hettrick**: I can send out an email to students reminding them of this setting, but it’s all dependent on students putting their profiles on private by themselves.
19. **Lauren Grams**: If you’re an RA, do you still have to go through the whole process?
20. **Josh Hettrick**: RAs in traditional housing will lbe assigned, but RAs in apartment style housing have to select roommates and will have to use this to create a roommate group, but will still be assigned to their specific room.
21. **Kevin Soucie**: Will you be sending an email reminding students to not use Safari?
22. **Josh Hettrick**: Yes.
23. **Taylor Fote**: For those of you who use Macs, Safari didn’t work for that part because it went straight to my downloads rather than opening in a new window, so it is there, it just depends on your settings. It works for everything other than that part.
24. **Kevin Soucie**: When yo pull up the floor plan, can you click on the room you want and sign up that way?
25. **Josh Hettrick**: It’s just an image for reference, and you will have to go back to the other screen to make your selection.
26. **Connor Swan**: I’m currently in a forced seven person suite in University Hall and we’re going to try to do that again, is there a way to select a room for forced triples in this system? I know from the last time you came to SGA that you said only certain rooms will be able to do that.
27. **Josh Hettrick**: We’re going to send out information about that. We’re a lot more restricted on that than I thought we were going to be, so groups that want to do that and know that’s what they are trying for upfront, I’m going to have to work with you directly so, I will be sending a notice out saying that you need to get in contact with me, that’s what you’re looking at doing for next year. It’s possible; I’ll just have to be a little more hands on with you on that.
28. **Megan Doerle**: Have there been any discussion on current seniors having more seniority than current juniors?
29. **Josh Hettrick**: It has been discussed. Fifth year seniors basically had their opportunity for priority the previous year as juniors, so this is what works with our system and so that students get fair priority as they move up through their class years.
30. **Sarah Hegarty**: I just want to say thanks for all the work, this system seems really simple and fair so kudos.
	* + 1. Please have back up plans and have as much plans ahead of time as possible. Every year we get a massive amount of criticism regardless of what our process is, but we take our criticism very seriously and discuss all of this for months to get feedback and update the process each year based on that, so please give us feedback as you go through this as well, so that we can continue to improve this process. Not everyone’s going to walk out of this happy, it’s unrealistic that we make 2,000 people happy, but we hope this process works smoothly. Please get us your concerns up front, so that we can address them before everything, instead of you getting frustrated the night of selections. Thank you everyone
31. Thank you Josh.
32. Hi everyone. I hope you had a restful and relaxing spring break.
33. There are volunteers still needed for the water station at Public Safety 10:30 and you will hand out water. A reminder it is a two unit opportunity per hour. If you are interested please email Kim Morgan.
34. Another two unit opportunity is the Mass Audubon a park service on April 12th from 9:30 am until 12:30 pm. If you would like more information please contact Jessika Murphy with any questions.
35. This Thursday, March 20th from 4:00 pm until 6:00 pm in the Scanlon Banquet hall there will be an Educational and Non-profit career fair, put on by the Career Center, so make sure to stop by.
36. Just an update on the Constitutional Review Committee we are half way through our work and it is now on to stage two of the process. We plan on bringing it to SGA early in April.
37. Items not listed on the agenda.

1. BOARD OF TRUSTEES’ REPORT**:** *Stone Koury*
2. The State House Day was a successful event. You all missed out. It served as a great sequel to last year’s monumental display of support for Public Higher Education.
3. The Student Advisory Council is meeting on March 27th to discuss further ways to spread support of the 50/50 deal.
4. The next Board of Trustee’s meeting is scheduled for April 10th at 6:00 pm in the Horace Mann Center.
5. All University Committee**: No Report**
6. Neighborhood Advisory Board**: Tori Landry**
7. On Monday, March 24th the Neighborhood Advisory Board will be hosting an event at Lansdowne at 6:30 pm. This will be a friendly gathering for the neighbors who live in the downtown area to meet with fellow community members, University Administration and local Law Enforcement to address any concerns the neighbors may have, as we see the University expand beyond Western Avenue. I’m very excited about the event, we do have a good group of students attending, but if anyone else is interested, please come see me after the meeting.
8. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Rebecca DiVico*
9. I hope that Josh Hettrick answered most of your questions, but if not I can try to help.
10. Over this break, I helped to create a Housing Checklist for all students. They are located by the mailboxes and I have more if you want to take them to your friends.
11. Something that I learned today that I misheard was about times for Housing. You will get your time slot the business day before your selection date.
12. The best way to find someone is to search by last name or e-mail for best accuracy.
13. I also wanted to talk about The Battle of the Clubs, which is being put on by the Convoy of Hope Club on March 29th**.**
14. Student Affairs Committee**: No Report**
15. Multicultural Committee**: No Report**
16. Food Services Committee**: Tom Durkee**
17. Sodexo would like to let students know that concerns regarding “to-go\_ cup lids are located at the check stands due to food safety concerns. As many of you may know, due to prepared food restrictions handed down from the State of Massachusetts, food is not permitted to be taken from the Dining Commons. Due to food being taken from the dining commons in those cups, the lids are located at the check stands to deter patrons from taking food from the building in the cups. Any questions or concerns should be directed to Maria Lees.
18. Mikayla Cully and Olivia Dumas will be fixing up the food committee bulletin board this week. We are looking to jazz it up and organize the comment responses from personal suggestions. We have also compiled a list of 10 frequently asked questions, so we may be more efficient in answering more questions and can stop responding to the same questions each week.
19. We have booked our “Dish on the DC” program, finally, and we are moving ahead with the planning stages. It will be held on Tuesday, April 8the at 7:00 pm and will feature Rich Giroux, Executive Chef, Marie Lees, Residential Dining manager and Craig Goodridge, Sodexo manager. We will also have refreshments provided by Dunkin Donuts.
20. Tomorrow, March 19th will feature the Japanese dinner at 8:00 pm. The dinner will feature sushi and other Japanese specialties. The cost is a swipe plus $4.00 payable by cash, Sodexo bucks or Owl bucks. You must sign up at the door by tomorrow at 1:00 pm to participate.
21. April is looking to be a very busy month for dinning here at Westfield. Look out for the new calendar, which will be in your WSU email soon and I will have a detailed report for you on that next week.
22. Our next scheduled meeting is March 25th at 4:00 pm in the Tekoa Room.
23. Health Committee: **No Report**
24. Parking Control Board: **No Report**
25. Student Athletic Advisory Board: **No Report**
26. Substance Advisory Committee: **No Report**
27. Community Relations/Fundraising Report**: No report**
28. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Andrew McCormack*
29. After the search committee for the new Public Safety Director/Chief interviewed the five candidates, we have made our suggestions to Dr. Carlton Pickron. I am pleased to let you know that the position was offered to Tony Casciano. Now there will be a new search for Assistant Director. There will be more information on that as it comes forward.
30. Advising and registration is upon us next week. Honors and Bonacos advising started today, March 18th and will continue until Tuesday, March 25th and registration for that group is Wednesday, March 26th. Next Monday starts advising for Seniors with registration on Friday, March 28th. So, make sure you are meeting with your advisors to sort everything out.
31. If anyone is interested in my position, for next year, let me know. I will be meeting with Dean Bonacci tomorrow, so if anyone has any concerns, that they would like me to bring to him, just let me know.
32. Academic Policies Committee: **No Report**
33. Curriculum Committee: **No Report**
34. Enrollment Management Committee: **No Report**
35. Campus Technology Committee**: No Report**
36. International Programs Committee: **No Report**
37. Library Advisory Committee**: No Report**
38. Writing Liaison**: No Report**
39. VICE PRESIDENT’S REPORT-PROGRAMMING: *Steve Kligerman*
40. Programming update**: Steve Kligerman**
41. Celtics tickets were supposed to go on sale yesterday, March 17th, but there was a problem with the ticket vendor and there was no link to buy the tickets from. Tickets will go on sale tomorrow, March 19th at 8:00 am. I apologize to anyone who got up early and attempted to buy tickets.
42. Bing is this Friday, March 21st at 11:00 am in Scanlon.
43. Spring weekend concert tickets and guest packets will go on sale online at 8:00 am on Monday, April 7th. The tickets will be $10.00 and guest packets are $15.00.
44. **Kevin Soucie**: Do you have to have a meal plan to get the food on the green?
45. **Steve Kligerman**: As a student, the food on the green is covered in your student activities fee.
46. **Olivia Dumas**: Point of Information: There will also be a food truck overnight, separate from the daytime food trucks, that will cost some money.
47. **Steve Kligerman**: The food trucks from 2:00 pm – 6:00 pm on the green are free, and from 10:00 pm – 2:00 am Sodexo is sponsoring a food truck on the green that you will have to pay for but you can use cash or Owl Bucks.
48. **Andrew Moring**: Does the guest packet include a concert ticket or do you have to buy that in addition?
49. **Steve Kligerman**: The guest packet does not include a concert ticket, so you’d have to buy that separately.
50. **Courtney Keddy**: Is the concert during the day?
51. **Steve Kligerman**: No. So the green events will be from 2:00 pm to 6:00 pm and then the doors will open for the concert at 6:30 pm.
52. **Lauren Grams**: Do you know what the food for Sodexo will be?
53. **Steve Kligerman**: They’re still working on the menu, but either Tom Durkee or I will be bringing that information within the next few meetings.
54. Our next meeting is Wednesday, March 19th at 5:00 pm in the Owl’s Nest.
55. VICE PRESIDENT’S REPORT-FINANCE: *Joshua Frank*
56. Finance Report: **Joshua Frank**
57. The Dance Company will be having their annual Spring show this Friday, March 21st at 3:00 pm in Dever. Tickets are $5.00 for general admission and $3.00 for students. Also owl bucks will be accepted.
58. The Finance Committee will still be accepting finance proposals. So, if you guys know any clubs that are looking for funding, send them my way.
59. **Steve Mailloux**: I just want to know why you’re still accepting proposals after you said you wouldn’t. You guys clearly don’t know how to stick to a budget and that bothers me personally. So, I’d just like to know why you’re still accepting proposals.
60. **Josh Frank**: We’re still accepting proposals so that students don’t miss out on opportunities if need be. Money that is in the reserve account can be used for this purpose. It has been years since we have used all the funds in the club account.
61. Can I meet with the Finance Committee briefly after this meeting?
62. Foundation Report**: No Report**
63. SERETARY’S REPORT: *Alexis Wagner*/*Sarah Hegarty*
64. Executive Secretary Report: **Alexis Wagner**
65. Signature papers and position information will be available starting Monday, March 24th at 9:00 am. Signature papers will need 25 signatures and will be due Tuesday, April 8th no later than 5:00 pm.
66. No campaigning is allowed until after 5:00 pm on Tuesday April 8th, including posters and online, and we ask that you adhere to rules such as posting in appropriate areas and not taping posters to painted surfaces.
67. Pizza with the Candidates will be the open forum introduction and question and answer event for students running for positions, to speak out to other students before voting. This will be on Tuesday, April 15th from 4:00 pm until 5:00 pm in the Owl’s nest, and all running are required to be there unless excused by myself. Any other questions about positions, voting or election rules, feel free to email me or see me after SGA.
68. **Tom Durkee**: Also, in addition to not hanging on painted surfaces, I’d like to remind everyone that flyer or posters must be stamped in ResLife before being posted in Residential Halls; otherwise they will be taken down.
69. Legislative Secretary Report: **Sarah Hegarty**
70. Three units are due for March.
71. All nominees for the Blue Key Award were notified last night, so that is moving along. I would like to briefly meet with the committee after the meeting.
72. **Barbara Hand**: How many students were nominated for Blue Key?
73. **Sarah Hegarty**: We have 38 nominees for the Blue Key Award this year.
74. Please come see me if you are interested in running for Legislative Secretary.
75. PARLIAMENTARIAN REPORT: Jennifer McDiarmid
76. Rules and Regulations Committee: **No Report**
77. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
78. Commuter Council: **No Report**
79. Senior Class: **Brittany Moniz**
80. Make sure you get your Senior Fest packets. They are available for purchase here in the SGA office. They are $170.00 for residents and $215.00 for commuters that wish to live on campus. The sale ends March 28th.
81. Mr Westfield is coming up on March 29th at 8:00 pm in Dever Hall make sure to purchase your ticket at the service window. We are hoping to grant a second wish this year for Make-A-Wish foundation, so please come support the Class of 2014 and the guys by encouraging your friends to come out. Tickets are on sale for 42.00 for students.
82. If you haven’t picked up your senior sweatshirt, you can pick it up here in SGA.
83. Our next scheduled meeting is Thursday, March 20th at 4:30 pm in the SGA Conference Room.
84. Junior Class: **Richard Darrach**
85. The class survey went out over break, with over 110 responses. We have a good sample of information to sort through for our senior year.
86. Our can drive was a huge success. With a grand total of 938 cans/bottles collected and 700 tabs. That’s $50.00 from one night. We will be continuing this program to other halls, so keep an eye out for more details. Very special thanks to everyone who donated and helped it’s for the children.
87. This Thursday, March 20th at 7:00 pm in the Owl’s Nest will be the first “Out of the Darkness” suicide prevention walk interest meeting. There will be another one next week, March 27th at 7:00 pm in the Owl’s Nest, beyond that interest and planning meeting will be every Monday in April at 8:00 pm in the Owl’s Nest.
88. Our next scheduled meeting is March 19th at 5:15 pm in the SGA conference room.
89. Sophomore Class**: No Report**
90. Freshman Class: **Lauren Grams**
91. With the help of CAB, we are hosting March Madness trivia night this Wednesday, March 19th in the Owl’s Nest. Teams up to five people. The first 20 people get a prize, 1st place is $60.00 in Owl Bucks’. Please bring a canned good/nonperishable food item and receive a bonus point for each.
92. **Amy MacDonald**: Does this count for a unit?
93. **Lauren Grams**: Yes, it does.
94. Our next scheduled meeting is Thursday, march 20th at 5:00 pm in conference room E03.
95. Apartment Complex: **No Report**
96. Courtney Hall: **No Report**
97. Davis Hall: **No Report**
98. Dickinson Hall: **No Report**
99. Lammers Hall: **No Report**
100. Lansdowne Hall: **No Report**
101. New Hall: **No Report**
102. Scanlon Hall: **Domenico Cerasani**
103. I move to appoint Robbie Finocchiaro as Representative to Senate for Scanlon hall for the 2013-2014 Academic year. Motion carries.
104. Every Thursday, Starting next week, March 27th our hall council will be hosting a feast for the residents.
105. University Hall**: No Report**
106. UNFIISHED BUSINESS**:**
107. NEW BUSINESS:

1. ANNOUNCEMENTS:
2. **Luis Arzola**: Tickets for the commuter trip will be out next week.
3. **Al Fava**: Anyone participating in the end of the year event please see me after the meeting.
4. **Joshua Clark**: The Voice will be publishing the Ten Most Influential Students on Campus in this week’s edition and there are seven people in this room on the list, so definitely check it out.
5. **Jennifer McDiarmid**: Rules and Regs is meeting after this.
6. **Steve Kligerman**: Can I please see Lauren Grams after the meeting?
7. **Tori Landry**: Can I please see the Lansdowne Council after the meeting?
8. **Sarah Hegarty**: Do your units. Can I please see the Blue Key committee?
9. **Brittany Moniz**: Tomorrow is the last day to apply to be a Student Ambassador. See me after with questions.
10. **Taylor Fote**: Can I see the Con Review Committee and Kevin Soucie after the meeting?
11. **Sarah Hegarty**: Can I see Robbie Finocchiaro after the meeting?
12. **Tom Durkee**: The seniors will be leaving in 59 days.
13. ROLL CALL: Tara Saraf, Alexander Gage and Gina Mannarino were absent. Justin Connolly was excused and Shannon Cullinane sent an alternate.
14. ADJOURNMENT: Meeting adjourned at 6:42 pm.