**Student Government Association Minutes**

November 27, 2012

1. ROLL CALL: Jackie Green, Melvin Rivera, Steve Evans and were absent. Jocelyn Herrera-Lazo sent an alternate.
2. APPROVAL OF MINUTES FROM November 13, 2012: Minutes were approved.
3. PRESIDENT’S REPORT: *Stephanie Close*
4. I hope everyone had a great Thanksgiving. Tonight we have a few speakers. First I would like to welcome Ken Magarian the Director of Advancement and University Relations to speak about the Wreath Ceremony that’s happening soon.
	* + 1. **Ken Magarian**: Thank you, good evening. There is a wreath maker outfit up in Maine, and in 1992 he thought it would be a good idea if somehow he could put a Christmas wreath on every single stone in Arlington National Cemetery, over 5,000. Since that time he has gone through many other Veterans’ cemeteries across the U.S. putting wreaths on these stones. His trucks, 5 large trailer trucks, are leaving, I believe, somewhere around the 10th or 11th of December. Two weeks from today, they are coming through on their way on down to Arlington, and Westfield is one of them. They will be laying wreaths at Veterans memorial, which is fairly new, here in Stanley Park, right across from the Horace Mann Center, right along Western Avenue. They will be coming here around 9:00am and both the town and those involved are asking that we get as many people from the city and University to come and support them. It’s a big deal and Circle K members have already signed up to go. This is 9:00am on Tuesday, December 11th. There are classes at 9:00am, but not everyone has them, and 10 minutes, to walk over and support them. I have some members of Circle K here to speak about what students can do with this event.
5. **Alex Steisand**: We’re just going to be there to support them and we thought it would be great to get more students to join us, if you guys are free and can support us. We really want a lot of people there and SGA joining us would be great.
	* + 1. **Ken Magarian**: So we’re asking for your support. Student Affairs, and Carlton Pickron, is behind this and will be getting some more information out about this. If we get as many people as possible to get out there to support them that would be really big. There are only two other towns this caravan is passing through so Westfield would like to be well represented with support for them.
6. Thank you Ken Magarian, I would like to invite the Vice President of Academic Affairs, Dr. Elizabeth Preston, and the Dean of Undergraduate Studies, Dr. Marcia Marotta.
	* 1. **Dr. Preston**: I’m Liz Preston. We’re here mostly to answer your questions this evening, but first we have a couple things we want to talk to you about, briefly. Dean Marotta is going to talk to you a little bit about Civic Engagement initiative and our first year programming. I’m going to talk to you a little about International Programming.
	1. We just got back from ten days in Hong Kong, China. We went primarily to visit our partner school in Zhuhai. Has anyone here traveled there? We are very anxious to build that relationship. Professor Carsten Braun gave a lecture there and we’re looking at ways to extend the partnership that we have there. It’s a really excellent opportunity; the language of instruction is English. It felt to us like a very similar institution and one that was a great fit for a partnership with Westfield.
	2. We also have a partner school in Beijing; there the language of instruction is Mandarin so it’s a little more complicated.
	3. I urge you to think, in the time you have, about the kind of trip that you can take overseas. It’s a real high priority for us. In every way we can think of, we are doing what we can to make it possible for you to travel overseas and also to bring people from overseas here to study with you. I would encourage you to visit the international Programs office.
		1. **Dr. Marotta**: Thanks Liz.
7. On China, There’s a new opportunity at UIC in Zhuhai to do internships for students who graduate from Westfield. It would be a paid internship with a monthly stipend, and you get free lodging. The meals are a la carte and can be very inexpensive. If you successfully complete your internship, a one academic year internship, you get reimbursed for your round trip airfare. You have a chance to travel while you’re there. They’re looking for specific things and students with specific expertise and majors; we’ll be sending something out soon. This is so new that we haven’t even figured out what process we’re going to use for this. We just learned about it on our return. So we think that UIC also wants to build their relationship with us, and that’s why they’re making this opportunity available to our students.
8. I would like to point out that, this year, for the first time, since our inaugural short term courses in January of 2009; we have subsidized every single short-term trip. So we’re doing everything we can to make them more affordable and we hope to subsidize a higher rate next year. So what this means is very short-term trip in January and in May/June of 2013 costs between $200.00 and $400.00 less than it would have cost previously. For the service learning courses, there is an additional subsidy of $400.00 per student on those courses.
9. The service learning courses brings me into the Civic Engagement Initiative. We received a grant from the state, almost $150,000 for our Civic Engagement Initiatives on campus. We have a number of things going and one of them is to subsidize service learning travel courses. So a service learning course isn’t just about going someplace and doing some work, but it’s also about understanding, reading, and learning from the professor about what service learning is about, how it connects with your community, how it connects with our global perspectives, and so on. So there are currently three of these courses in January/June, and they each got a $400.00 per student subsidy.
10. The rest of what we hope to do with this grant is to make sure that every single student, beginning with the class of 2016, take some kind of course that has a civic engagement component, with a pedagogy involved. This could be a service learning course, it could be a course on public affairs, leadership development or a new program that we’re going to be training people in and joining in the Spring which is called Public Achievement, which sends college students into public school classrooms around the upper elementary level to help the class of students identify a public problem that they’re concerned about and then help them do some work around that, including education of the community, some advocacy, some activism, depending on what the issue is. It’s a great program and that will be part of a course that has credit.
11. Our immediate goal is to get in every department a course that has a civic engagement component. It could be a core course or it could be a major course, and every one of those courses will fulfill a requirement. We think we can achieve our goal of every student taking one of those courses. We’re going to create an advisory board on campus and perhaps an institute. We’re going to have a conference, which will have a student component and maybe even a journal, depending on how far we can take this with our private fundraising that’s also going to take place to contribute to the budget of this initiative.
12. We also have new first year initiatives taking place on campus. We will be asking first years how this is working soon. We have our first year read, which we have the author of the book speaking here tonight. This is the first year we’ve had every first year student coming onto campus in the fall read the same book, but we hope to do this every year. The second thing we’ve done is that every first year student has two courses in which only first year students are enrolled, English Composition I and something we’re calling “first-year only core courses”. The way these courses are taught will give attention to those challenges that first year student’s face on campus. We have opening day meetings for first year students in their new majors and we have a website, hotline, and other initiates that we’re calling “Student Success Programming”. We’re hoping to give students a good start towards graduating on time.
	* 1. **Rebecca DiVico**: Some students are concerned that traveling abroad might interfere with graduating on time. I just want to make this clear for everyone if that’s true.
		2. **Dr. Marotta**: I know there’s a sense of that on campus that it can be difficult, but in fact, we do everything we can to make that easy. If you have any concerns about that, you should talk with the international programs office as well as your academic advisor especially if you know as a first or second year student that you want to travel abroad at some point, we can do a lot to help plan ahead to make that easier for you.
		3. **Dr. Preston**: That’s also part of the reason why we went to China. This past trip was to work on articulating the relationship between our courses and their courses at UIC, so we would know how courses would transfer back and forth. As we can, we’re trying to make sure there are program-to-program articulations with schools just to eliminate that concern as comprehensively as we can.
		4. **Olivia Dumas**: Just a question about the course you’re talking about with the civic engagement component. Is this going to be a new class that’s added to the core or major requirements or is it going to fit into already established classes?
		5. **Dr**. **Marotta**: It could actually be either one. The way we imagine this is that there will be a number of existing core coursed that will have certain sections that will have the civic engagement component to it. There may be new courses as well. We actually have a number of courses on campus that do have civic engagement component and of course they will be counted in that way, but there’s no designation at this point and that’s what we want to do.
		6. **Dr. Preston**: It’s our intention to try to add partnerships. We set ourselves a goal of two additional partnerships each year, so right now we just signed an agreement with an institution in Florence, Italy, which is a little different and not what’s called a reciprocal exchange. Students from Westfield would receive discounted tuition there which makes it much more affordable but it’s not so much and exchange agreement. We are exploring a relationship with a university in Lima, Peru. We are trying to expand those opportunities and we are open to suggestions.
		7. **Dr. Marotta**: Hot off the press, we’re exploring a relationship with a University in Germany.
13. Thank you, Dr. Preston and Dr. Marotta.
14. Every year, SGA does a holiday fundraiser. Last year, we participated in the Public Safety Stuff-A-Cruiser fundraiser and it was really successful both for SGA and campus wide. So as an Executive Board, we decided that SGA will participate again, so starting next week; the Executive Board will be going around to all the buildings to collect money, much like we did for the Turkey Drive. If you don’t know what Stuff-A-Cruiser is, it benefits the New Beginnings shelters, which are domestic violence shelters in the Westfield area. We donate unwrapped toys or toiletries for the shelter because a lot of these people get pulled out of their homes right around the holidays, so it’s something for the kids to open up on Christmas or some toiletries because these people come into the shelter with just what’s on their back. Stuff-A-Cruiser Day is December 4th, but Public Safety will be accepting donations until the 14th. If you would like to know more about this, you can ask me or LT. Foyle or Captain Casiano from Public Safety.
15. Our next scheduled meeting is December 3rd, at 5:30pm in the Loughman Living Room.
16. Items not listed on Agenda.
17. BOARD OF TRUSTEES’ REPORT**:** *Stone Koury*
18. The Student Advisory Council met on Thursday, November 1st and I have a few things from that meeting.
	* + 1. We are creating our platform in the form of a letter that will be given to the Governor and a few other key legislators.
			2. Student debt and BHE involvement in individual school’s administration are two key points.
			3. We are also discussing PARCC in SAC and how every state institution is dealing with it.
19. Can I see the Representatives at Large after the meeting?
20. All University Committee: **No Report**
21. Neighborhood Advisory Board**: No Report**
22. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Taylor Fote*
23. Student Affairs Committee: **No Report**
24. Multicultural Committee: **No Report**
25. Food Services Committee: Tom Durkee
	* + 1. The December calendar will be emailed to students on November 29th.
			2. Sodexo’s Regional National Manger, Sarah Patterson, will be here on Monday, December 3rd. Students may meet with her on an individual basis throughout the day.
			3. The survey about dining preferences on campus is out now. “What can we do to improve our dining experience on a day to day basis on campus?” It will be open until December 2nd. This survey will determine what will go into Wilson. We need at least 250 students to take this to make it valid and able to be presented to campus officials. You can win an ipod or Sodexo dollars. The site to take the survey is <http://tinyurl.com/westfield1061>.
26. **Taylor Fote**: Are you going to have the survey sent out to all students by any chance?
27. **Tom Durkee**: Yes, I will be talking to Kim Morgan about having it sent to all students.
	* + 1. Thursday, December 6th there will be a nonperishable food item drive through the last day of finals, in the dining commons and all Sodexo locations. You will receive a free small backpack for donating.
			2. The Food Committee will be restructured next semester to once a month. The meetings will last 1½ to 2 hours, per Sodexo.
			3. The Holiday Buffet Dinner will be held on Thursday, December 13th at 4:30pm it will consist of: roast beef, glazed ham, ravioli Florentine, sweet potatoes, garlic mashed potatoes, bourbon glazed carrots, steamed broccoli and cauliflower with a cheese, assorted bread with cinnamon butter, apple crisp, cream pies, peppermint cake, apple cider, and cream of broccoli soup.
28. Health Committee: **No Report**
29. Parking Control Board: Tim Egan
	* + 1. The board has been reviewing the parking manual and will continue to all year. Recently we voted as to what to do with some parking lots after University Hall is complete. As decided Lammers lot will be primarily faculty and staff with five visitor and four handicapped spots. Juniper will then be converted to all commuter and 5 visitor spots. Lastly Dickinson will become all faculty and staff with the exception of 5 visitor spaces.
			2. For the spring semester we are looking into a new program for ordering decals online. The test group will only include Landsdowne, main lot and DGCE students. If all goes well we will try to then incorporate the other decal groups.
			3. For a change that may affect the campus population, a subtle increase in parking fines. Essentially we wished to double all fines, across the board, but it makes more sense to just increase in small increments. The fines are not finalized but what we are trying to do is target repeat offenders by doubling the two fines we see the most on campus, which are parking without a decal or parking in the wrong lot. This would make the fine $30.00 instead of $15.00 already in place.
			4. Our next scheduled meeting is December 3rd at 2:15pm in the Tekoa Room.
30. Student Athletic Advisory Board: **No Report**
31. Substance Advisory Committee: **No Report**
32. Community Relations/Fundraising Report**: Tori Landry**
	1. Thank you so much to everyone who helped with the Turkey Drive. We raised $1,583.16 and purchased 96 turkeys. The Salvation Army was so grateful for our donations and it definitely made a great impact on the Thanksgiving holiday.
	2. The Blood Drive is tomorrow November 28th from 1:00pm until 7:00pm in the Parenzo Gym. We have a decent turn out so far, but we’re hoping to get a few more sign ups by tomorrow.
	3. I still need volunteers so I will pass around the signup sheet. You can sign up for 1 hour or the whole blood drive, it’s up to you. Basic roles are helping with registration, passing out fliers, water, etc… This is a great way to finish your units for November.

a. **Stephanie Close**: I’d like to congratulate Tori and

 thank her for her hard work on the Turkey Drive.

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Rebecca DiVico*
2. I’d just like to thank everyone for voting in the referendum that took place two weeks ago. The vote was unanimous to keep students on governance committees.
3. I hope all the first years had a successful and positive first time registering for classes.
4. Academic Policies Committee: **No Report**
5. Curriculum Committee: **No Report**
6. Enrollment Management Committee: **No Report**
7. Campus Technology Committee**: No Report**
8. International Programs Committee: **No Report**
9. Library Advisory Committee**: No Report**
10. Writing Liaison**: No Report**
11. VICE PRESIDENT’S REPORT-PROGRAMMING: *Michelle Hanney*
12. Programming update: Michelle Hanney
	* + 1. I’m sure most of you know this Saturday, December 1st is the annual CAB sponsored New York City bus trip. If you are going or know of friends that are going please be outside Scanlon round 6:50am. We are leaving at 7:00am sharp. Also, if you or you know of anyone that bought a ticket and con not make it, please don’t sell your ticket. Please bring it to the SGA office and let us know and that way we can take you off our list and put your friend on it. This way we have an accurate list as well as waivers signed so we can leave on time.
			2. Bingo is this Friday, November 30th at 11:00pm in the Ely Campus Center.
			3. CAB wanted to do one last event for the semester, so next Wednesday, December 5th at 7:00pm in the Ely main lounge we will be holding a gingerbread house contest, as well as an ugly sweater contest. We will have hot chocolate and decorate your own cookies and possibly decorate your own stocking. We may be playing Elf too. So look out for more details on this event on our facebook page.

1. VICE PRESIDENT’S REPORT-FINANCE: *Joshua Frank*
2. I have three finance proposals to present today.
	1. The Academic Pursuits Club is looking for funds to attend the Emily Dickinson Museum in Amherst. They are asking us to cover 14 tickets which cost a total of $126.00.
	2. I move to allocate $126.00 to the Academic Pursuits Club to attend the Emily Dickinson Museum. Motion passed.
	3. The Student Composers Club is looking for funds to help support their New Music Festival next semester. The funds will help support a fee for the general ensemble, student’s receptions, and a piano rental for a Peter Serkin concert, which is a huge name in the music industry. The club has also already received a $3,000.00 grant to support half of their overall cost, and this will support the rest of the festival.
	4. I move to allocate $3,000.00 to the Student Composers club to help fund their new music festival. Motion passed.
	5. The Social Work Association Group is looking for funds to attend a social work conference in Boston, next semester. The conference will inform the members on new policies and help them make future connections in their field. They are asking to fund the student entry fee, and half the cost of their gas.
	6. I move to allocate $440.50 to the Social Work Association Group. Motion passed.
3. Finance Report: **No Report**
4. Foundation Report**: No Report**
5. SERETARY’S REPORT: *Alexis Wagner*/*Sarah Hegarty*
6. Executive Secretary Report: Alexis Wagner
	* + 1. I hope you are feeling creative tonight. I am planning to completely rebrand Senate Banquet and market it to students to get an awesome turnout this year. So, in order to make the annual dinner and dance more appealing, we want to rename Senate Banquet. Since some people hear that and think it’s just for senators. I am going to open it up to you guys. The sooner we think of a great name, the sooner we can start planning and advertising. So what do you all think?
			2. If you think of any other ideas, shoot it to me at exesec.sga@westfield.ma.edu. date of the event is April 5th, 2013 so save the date.
7. Legislative Secretary Report: Sarah Hegarty
	1. Three units are due this Saturday, December 1st for November. If you want to win the Unit Lotto or Big Unit winner, submit them completed and on time, to the legsec.sga@westfield.ma.edu.

a. **Amanda McCarthy**: Did you make a decision on if collecting money for the Turkey Drive counted for a unit?

b. **Sarah Hegarty**: Yes, I also emailed some of you about it. It is worth a unit.

* 1. I will be passing around the committee list next week, so if you were lacking a second committee or have made any changes to which committees you are on; you have a week to get ready.
	2. If we are mispronouncing your name, please let me know, so we can adjust. We want to say it right.
1. PARLIMENTARIAN REPORT: Isaac Matson
2. Rules and Regulations Committee: No Report
3. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
4. Commuter Council: **No Report**
5. Senior Class: Brandon Burr
	1. So Senior week is officially approved and will start to go on sale next week. More official details will be available next week, but make sure to let friend know Senior week packets will be on sale very soon.
	2. Our sweatshirts will be going on sale by next week as well we will be sending an email out to all senior students with the order forms and details on how to order them.
	3. Our cookie dough fundraiser is still going on until next Monday, December 3rd. So if you do want to buy some this is the last week to do so.
	4. We have a Zumba event Next Wednesday December 5th in the Parenzo Gym from 7:00pm until 8:00pm. Admission for this event is $2.00 and it all goes to our class council.
6. **Richard Darrach**: When is the payment for the cookie dough? When we order it or when we receive it?
7. **Brandon Burr**: We need it by the order due date, which is Monday.
8. **Taylor Fote**: I’m not a senior, but do you know how much senior week is going to be?
9. **Brandon Burr**: We don’t know exact numbers yet, but a little more than $200.00. It’s the cheapest it’s been in a while so we’re excited about that.
10. **Drew Dalesandro:** When does the cookie dough get delivered?
11. **Brandon Burr:** Cookie dough will be delivered the second week of December, so like December 14th I believe.
12. Junior Class: Brittany Moniz
	* + 1. The Class of 2014 is organizing a fundraiser to collect donations for the American Red Cross for Hurricane Sandy relief. We are inviting all of the class councils to join us in this effort. Please let us know if your council is interested.
			2. On Thursday, November 29th there will be an interest meeting for all Mr. Westfield nominees to learn about the show and sign up for interview times. The meeting starts at 5:30pm in Scanlon Banquet Hall. If you cannot attend the interest meeting but want to learn more and set up an interview. Please contact a council member or email our class of 2014 account.
			3. Parking space raffle will be drawn later this week, so there’s still time to get your tickets in for the month of December.
			4. Our next scheduled meeting is Thursday, November 29th, at 4:30pm in the Tekoa Room.
13. Sophomore Class: Richard Darrach
	* + 1. We are still looking for a few more dance pairs, so if you want to help the children and be a star, please see me after the meeting. If you know anyone that wants to help the children and be a star at the same time, please send them my way.
			2. December 4th from 9:00am until 12:00pm the 2015 Class Council and the stars will be traveling to Shriner’s Hospital with special guest Nestor. We will be taking pictures with Nestor and patients and also doing a tour. Next week we’ll have pictures.
			3. Our next scheduled meeting is November 28th at 4:30pm in the Tekoa Room.
14. Freshman Class: **No Report**
15. Apartment Complex: **No Report**
16. Courtney Hall**: No Report**
17. Davis Hall: **No Report**
18. Dickinson Hall: **No Report**
19. Lammers Hall: Sara Palis
	* + 1. As Lammers Hall SGA Representative I move to appoint Jessica Weaver and Chris Michaud for the positions of Lammers Hall Representatives to Senate for the 2012 -2013 academic year. Motion passed.
			2. Lammers Hall accepts the resignation of Priscilla Aguilar as Lammers Hall SGA Representative to Senate.
			3. I move to appoint Priscilla Aguilar as President of Lammers Hall for the remainder of the 2012-2013 academic year. Motion accepted.
			4. Our next scheduled meeting is December 29th at 8:00pm in the Lammers main lobby.
20. Lansdowne Hall: **No Report**

L. New Hall: **No Report**

M. Scanlon Hall: **No Report**

1. UNFIISHED BUSINESS**:**
2. NEW BUSINESS:
3. ANNOUNCEMENTS:
4. **Victoria Landry**: Can I have the Blood Drive sign-up sheet at the end of the meeting?
5. **Michelle Hanney**: I forgot to mention this, at the Gingerbread Throwdown, we will be having and ugly sweater contest, with a prize. as well.
6. **Issac Matson**: Rules and Regulations Committee meeting after the SGA meeting in the normal place
7. **Taylor Fote**: can I see all the class presidents and my senators after this? And 56 days till we’re back in Ely.
8. **Stephanie Close**: Can I see all hall council presidents after this? If your president is not here, just send someone from your hall please.
9. **Brandon Burr**: 172 days until Commencement.
10. ROLL CALL: Jackie Green, Melivin Rivera, Steve Evans were and Rabi Alhassan were absent and Jocelyn Herrera-Lazo sent an alternate.
11. ADJOURNMENT: Meeting adjourned at 6:23pm.