**Student Government Association Minutes**

November 05, 2013

1. ROLL CALL: Amy MacDonald, Yaira Castellon-Torres were absent. Luis Arzola and Danny Chamberlain were excused and Adam LaMontagne sent an alternate.
2. APPROVAL OF MINUTES FROM October 29, 2013: Minutes were approved.
3. PRESIDENT’S REPORT: *Taylor Fote*
4. Good Evening everyone, happy Election Day.
5. I am sending around the committee sheet. They coordinate for your attendance. If you don’t have a committee, see any of the exec members for committee information, so that you are sitting on two committees.
6. I accept the resignation of Victoria Landry as a Representative at Large for the 2013-2014 academic year.
7. I hope you all had a wonderful and safe holiday weekend and I am excited to say we are officially in the holiday season. Which means the Turkey drive is upon us, I will let Brittany discuss it more but I wanted to put on everyone’s radar that we will be needing volunteers.
8. In regards to the SGA bonding night we have decided to postpone the event until next semester, we have about five weeks left and holiday, three day weekend, finals all within a short amount of time. We are looking at February 2nd.
9. We have an extra special life saver of the week, but I will not be announcing it, it will be coming from another exec member later on in the meeting.
10. I need all members of con review to meet in the SGA conference room very quickly after the meeting, just to touch base on our timeline.
11. A quick order of Roberts Rules, please respect the speaker, when someone is at the podium you should not be talking. Also, roll call should be minimal noise so you can hear Sarah Hegarty and so we can hear you. Please respect that I don’t like banging the gavel and being called Thor.
12. Finally, we have chosen a sweatshirt design. Thank you to everyone who sent in a design, I will send your names to Sarah Hegarty for a unit. Congratulations to Shannon Cullinane for the winning design. I don’t have a photo at the moment, so it is gray quarter zip, with our logo on the front, and the back it says Westfield State University with a gavel on the side, and we will be adding your names to the sleeve. I will have prices for you all next week and hopefully order forms as well.
13. **Arianna Roche**: Will the sweatshirts be in before winter break?
14. **Taylor Fote**: Possibly, if everyone brings in their money and fills out the order forms next week. I’ll work on getting a quote this week and email you. If they come next semester though, and you happen to be studying abroad, we can mail it to you.
15. Our next scheduled meeting is Tuesday, November 12th at 5:30 pm.
16. Items not listed on Agenda.
17. BOARD OF TRUSTEES’ REPORT**:** *Stone Koury*
18. So who went to State House Day last year? Well because we are going to be reviewing more funding for Boston, we will be going to the State House on November 21st to speak with legislators and thank them for their support of Public Higher Education. So, I am sending out an interest form for it.
19. Also, if you have interest in going to Berkshire Community College on November 18th to speak about student debt, then please come talk to me.
20. All University Committee**: Joshua Clark**
21. I would like to call attention to the seat by Matt Carlin over Adam LaMontagne is currently at a polling location in Chicopee holding his signs and waving to voters in an effort to become the next councilor for Chicopee’s Ward One. I am his campaign manager and it’s been a hard fought battle. I think we should all get together an wish Adam LaMontagne good luck in his endeavor. He’s leaving his School Committee seat to challenge the incumbent, so it’s a big race for him.
22. I am up here today to talk about two meetings of the All University Committee.
23. The first meeting, which took place on October 23rd, was cut short because one of the committee members wanted to have the group attend Dr. Elizabeth Preston’s “We are Westfield” event.
24. The last meeting, held on October 30th, was quite productive. Laurie Simpson, the committee’s liaison to the Commencement Committee came back to us with a report. As many of you may know, commencement will be on Saturday this year. Not many details are known at this time; they are still deciding the exact time, but the conversations, between the AUC and the Commencement Committee have been about future commencements. For instance, they have been getting cost analyses together to figure out the cost of holding the event on campus as opposed to the Mass Mutual Center. After a bit of discussion, we ended up creating a subcommittee to work with the Commencement committee to come up with a presentation for the campus pertaining to the topic of Commencement.
25. We also had items from the Curriculum Committee that we approved.
26. We also began discussion on changes to some policies that the Academic Policies Committee were examining. I would report on what happened but we requested a member of APC to provide some background. I will provide more information on the forms when it becomes available.
27. Our next meeting is November 6th at 4:30 pm in the Parenzo Boardroom.
28. Neighborhood Advisory Board**: Victoria Landry**
29. The Neighborhood Advisory Board met yesterday, November 4th for the last time this semester.
30. We had Ken Lemanski of Government Relations come talk about the new Science Building and he announced we would be breaking ground in one year.
31. Phase 1 will commence and they’ll be on a time line hoping for the building to be occupied by September 2016. The design is being put together b the same company that designed Woodward, so it’ll look great.
32. He also discussed air conditioning in Parenzo and Bates, set to be done by September 2014.
33. He then talked about the Western Avenue project and cleared up rumors for the neighbors that WSU is offering what they would like, this is not our project it is a federal and state project.
34. We also discussed a possible coffee hour downtown to meet with those neighbors, and Amanda McCarthy will be taking the lead on that.
35. Our next scheduled meeting is on February 3rd at 5:30 pm in Horace Mann.
36. VICE PRESIDENT’S REPORT-STUDENT LIFE**:** *Rebecca DiVico*
37. So, as you all hopefully noticed, I put something in your mailbox about the EBI survey that will be slowly coming out to all students, via your e-mail. It is a benchmarking survey, to tell Westfield, where we are at in certain areas. It asks questions about living on campus, public safety and the food services. I took the survey last night and it took me 10 minutes tops. This information helps voice your opinion, so it can be incorporated and used. I learned that, one of the reasons, that the suggestion box is in the DC, is because the last time this survey was taken a lot of students suggested it.
38. You can win a lot of money by just taking it. The bookstore is giving out $250 worth of gift cards, three $100 gift cards, and six $50 gift cards.
39. For those of you who may be wondering, this is not the same thing as the housing survey that is given out each semester. That will be sent via e-mail around late November.
40. Just a public service announcement to all those who live on campus: clean up after yourselves. Damages in buildings are climbing and remember that you live in these places and should treat them with respect.
41. Something else for all of you, to be aware of, is that Residential Life is working on introducing a new way todo housing sign ups. This will be completely online, through a program called Adirondack. I can try to answer any questions that you have and questions that I can’t answer will be brought back to housing committee. Josh Hettrick will be down in mid-November to talk more about it as well but if you have any questions now, I’d love to hear them.
42. Can I please see the Hall Council Presidents and the Class Presidents after this meeting please?
43. Student Affairs Committee**: Rebecca DiVico**
44. Multicultural Committee**: No Report**
45. Food Services Committee**: Tom Durkee**
46. We went through our comment cards; we received a lot of great comments this week. Look for the responses to these on the bulletin board to the left of the dish return.
47. Tomorrow, November 6th is Nacho Day at Quixotes. If you buy an entrée, you’ll get free nachos.
48. We discussed Applefest. This yearly favorite will take place next Wednesday, November 13th from 4:30 pm to 8:00 pm. Some menu highlights are: Roast Pork with Cranberry stuffing, Apple Pumpkin Soup, Grilled Cheese featuring three cheeses and apples, hot and cold apple cider, apple and caramel bread pudding and apple fritters with powdered sugar. Make sure you come check it out.
49. On Friday, November 8th, you’ll receive a free small cappuccino with the purchase of any breakfast sandwich at Dunkin Donuts.
50. Thursday, November 14th will be the date of our ‘back of the house’ Dining Common tour. We will begin at 4:00 pm and there will be about 20 spots available, sign-ups will begin tomorrow, November 6th at dinner. I will have a sign-up sheet next Tuesday, November 12th for interested senators. If we have enough interest we will hold a separate date for you all.
51. Wednesday, November 20th there will be a pie eating contest as a part of Student vs. Food. I will provide more details when they are released next week.
52. Thanksgiving dinner will be on November 21st. what is new this year is that the holiday meals will not be open to the public.
53. Our next scheduled meeting is November 12th at 4:00pm in the Dining Commons.
54. Health Committee: **No Report**
55. Parking Control Board: **No Report**
56. Student Athletic Advisory Board: **No Report**
57. Substance Advisory Committee: **No Report**
58. Community Relations/Fundraising Report**: Brittany Walters**
59. A letter went out to faculty and staff regarding the Turkey Drive which will begin this week.
60. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: *Andrew McCormack*
61. Academic Policies Committee: **Ariana Roche**
62. During today’s APC meeting we discussed the online instruction proposal that Andrew McCormack talked about last week. This proposal includes the addition of hybrid and hybrid plus classes. We discussed the addition of definitions of these classes to the course offerings booklet and the actual definitions themselves. As well as to how effectively get the word out to all students before they accidentally register for the class without knowing what it is.
63. We will be voting in two weeks on the proposal after it has been redrafted with some wording changes.
64. We briefly spoke about the online instruction guidelines for faculty and will be voting on that electronically after more revisions have been made.
65. Our next scheduled meeting is on November 18th at 1:40 pm in the Parenzo Board Room.
66. Curriculum Committee: **Steve Mailloux**
67. So far this semester the Curriculum Committee has been busy, much of our meetings have focused on course and minor class requests related to language and EGST.
68. What some may be interested in is our approval of a new minor in Latino studies minor, it should be made clear that this minor will not be able to be declared by an EGST major.
69. We have also had a request for a Latin American Caribbean Studies Minor; this however has been currently tabled because the committee was not satisfied by the answering of questions in the Introductory Course proposed.
70. What did come up however, was a debate over the status of double dipping classes. Some of the committee were morally opposed to any double dip course, and would not approve any class asking for double dip core status regardless of if it would meet the description of multiple general education categories.
71. There was discussion of if the committee might decide to take an official position on this subject to put on our website. We have not yet retaken up this topic, but I would like SGA input, on student opinions, on the subject, if we do take it up in the future.
72. What some students that have interest in the health field might find interesting is we have looked at the potential of adding Gerontology minor, meaning the study of ageing. This would be applicable to students in Psychology, Sociology, potentially Movement Science or Social Work areas.
73. Currently as of this report, we have approved several courses going towards the minor, and will take up, what we anticipate the approval of the minor, after we have completed its courses. This may change as of today as prior to this SGA meeting the Curriculum committee will have met a t3:45 pm in Ely 341.
74. The November 5th meeting was at 3:45 pm we did not meet quorum, so nothing was voted on or moved forward.
75. Significant discussion about the double dip core classes, as well as questions on CAR for core requirement which bind all classes to be taught exactly the way described. There was disagreement among the committee members, this may at later date be a topic of discussion.
76. Our next scheduled meeting is on November 21st at 3:45 pm in Ely 341.
77. Enrollment Management Committee: **No Report**
78. Campus Technology Committee**: No Report**
79. International Programs Committee: **No Report**
80. Library Advisory Committee**: No Report**
81. Writing Liaison**: No Report**
82. VICE PRESIDENT’S REPORT-PROGRAMMING: *Steve Kligerman*
83. Programming update: **Steve Kligerman**
84. Myself and 11 CAB members attended a Campus Activities Conference over the weekend. We saw various performers and attended Education sessions while there. We hope to use our experience to improve our events and board as a whole.
85. Tickets to New York City Bus Trip, which will be Saturday, December 7th, are going on sale Tuesday November 12th at 7:00 am. Tickets are $5.00 plus an online service charge of $1.50. A link to where you will purchase the tickets will be sent to all students in an email. Buses for the trip will leave campus at 7:00 am and you can buy two tickets.
86. Our Life Saver of the week goes to a Campus Activities Board Exec Member who showed enthusiasm and a desire to learn and improve our Board. She was active on our social media pages tweeting, posting pictures on instagram and updating Facebook statuses to show students what we were doing at the conference. That is why our advertising coordinator Evelyn Dina is this week’s life saver of the week.
87. Our next scheduled meeting is Wednesday, November 6th at 5:00 pm in the Owls Nest.

1. VICE PRESIDENT’S REPORT-FINANCE: *Joshua Frank*
2. Finance Report: Joshua Frank
3. I have three finance proposals to present tonight.
4. Musical Theater Guild Club met with Finance Committee looking for funds for their annual spring production show. They are looking for funds to cover the rights, as well as the pit orchestra cost. We’ve approved funds for their spring production many times in the past.
5. I move to allocate $1400.00 to Musical Theater Guild Club. Motion carries.
6. The Finance Committee met with the EMS Club who is looking for funds for supplies and equipment updates. The club now has to change from state to national regulations, which means that they need to update some specific supplies. On the screen is a specific outline of all the supplies. Also, within this proposal the club requested to get a triage kit. The reasoning behind this is because after the emergency notification system tests the report that followed request that EMS get a triage kit for safety purposes.
7. I want to bring some statistics to everyone’s attention. So last year EMS received 124 calls for the entire 2012-2013 academic year. So far, this semester alone, the EMS Club has already received 77 calls. Also, of the 77 calls only 14 were alcohol related, meaning they’re going through much more equipment, at an incredibly fast rate when compared to years past.
8. I move to allocate $4,667.00 to the EMS club for equipment updates. Motion carries.
9. The Business Club met with Finance Committee asking for funds to cover half the food cost at their annual networking dinner. This dinner is opened to all students, and SGA has supported it in years past.
10. **Steve Mailloux**: What will there location be for this event?
11. **Joshua Frank**: Scanlon Banquet Hall.
12. I move to allocate $478.78 to the Business Club to help support their annual networking dinner. Motion carries.
13. Foundation Report**: No Report**
14. SERETARY’S REPORT: *Alexis Wagner*/*Sarah Hegarty*
15. Executive Secretary Report: **Alexis Wagner**
16. Legislative Secretary Report: **Sarah Hegarty**
17. I would like to thank all of you who submitted units. About 90% of Senate completed them, so that was impressive.
18. The Big Unit winner was really great this month with a lot of people going above and beyond. The difference between the winner and the runner up was only two units. So, the honorable mention goes out to Priscilla Aguilar, but with 22 units, congratulations to Olivia Dumas.
19. The first council to complete and submit their units has their names entered twice into the Unit Lotto. So congratulations Class of 2015. Now for the Lotto winner, Congratulations to Amy MacDonald.
20. Now onto November. The calendar has been updated and decorated. Fun fact, I asked Exec to each make a hand turkey that shows our personality and they are great. So when you look to figure out your units check out the Turkeys.
21. PARLIAMENTARIAN REPORT: Jennifer McDiarmid
22. Rules and Regulations Committee: **No Report**
23. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
24. Commuter Council: **No Report**
25. Senior Class: **Brittany Moniz**
26. We are excited to announce that we will be co-sponsoring the 2014 Mr. Westfield Show with the 2015 Class Council.
27. Nominations for Mr. Westfield ended on Friday, November 1st. Thank you for all the nominations. We will hold interest meetings on Wednesday, November 6th at 4:00 pm. and Thursday, November 7th in the SGA room. This is a chance to learn more about the show and sign up for an interview time, if you wish to participate. If you have questions, please email classof2014@westfied.ma.edu
28. Our next scheduled meeting is on Wednesday, November 6th at 3:00 pm in the SGA Conference Room.
29. Junior Class: **Richard Darrach**
30. I move to appoint Victoria Landry to the position of Representative to Senate for the Class of 2015 for the 2013-2014 academic year. Motion carried.
31. Tug of War was a success; plenty of rope burn to go around.
32. The open forum last week was a success, we had a good turn out and there was a lot of constructive conversation. Thank you to Carlton Pickron for answering what you could.
33. Moving forward we’re joining in hosting Mr. Westfield, we’re excited to be on board
34. MoFroYo fundraiser is coming up on November 18th from 4:00 pm until 9:00 pm.
35. We’re not going to be doing Penny Wars this semester, We don’t want to interfere with other charity activities but we will look at this idea again in the spring.
36. Our next scheduled meeting is on Wednesday, November 6th at 4:00 pm in the SGA conference room.
37. Sophomore Class**: Ryan Losco**
38. We are in contact with the head fundraiser for the Buzz Off. We met yesterday, November 4th and had a long discussion about the Buzz Off and all the details. We will be holding interest and sign up meetings on November 18th, 19th and 20th the time and location will be announced.
39. As a side note will be selling our class t-shirts in the resident halls so look out for that.
40. Our next scheduled meeting is on Monday, November 11tha at 6:30 pm in conference room 03.
41. Freshman Class: **No Report**
42. Apartment Complex: **No Report**
43. Courtney Hall**: No Report**
44. Davis Hall: **No Report**
45. Dickinson Hall: **No Report**
46. Lammers Hall: **Andrew Morin**
47. I have only heard back from two halls, Courtney and Dickinson, regarding the Thanksgiving Flag Football tournament. We are looking for at least one more hall, if we don’t get one we will likely make this a Lammers event, or do something else instead.
48. I’ll be taking e-mails until tomorrow, November 6th before 8:00 pm. My e-mail is amorin5287@westfield.ma.edu**.**
49. Our next scheduled meeting is on Wednesday, November 6th at 8:45 pm in Lammers Hall 4th floor study lounge.
50. Lansdowne Hall: **No Report**
51. New Hall: **No Report**
52. Scanlon Hall: **No Report**
53. University Hall**: No Report**
54. UNFIISHED BUSINESS**:**
55. NEW BUSINESS: Josh Clark moved to open new business. Motion carries.
56. **Joshua Clark**: We’re looking for feedback regarding a yearbook starting with the Class of 2015. Straw poll showed that 15 senators were interested in helping with the yearbook. Another straw poll showed that about half of senate was interested in having a yearbook.
	1. **Rebecca DiVico:** We should look into a survey for the student body so that we know we have the interest for buying the yearbook before putting in the work.
	2. **Joshua Clark:** Definitely. I just wanted to see if our student representation supported it.
	3. **Steve Mailloux**: Would you plan on doing this annually or just next year?
	4. **Joshua Clark**: We did want to start it this year, for the 175th year, but we would’ve needed to start sooner to get it produced so, we will have to start for the 176th year and continue it perpetually.
	5. **Steve Mailloux**: Why did the yearbook stop being produced?
	6. **Joshua Clark:** Interest and motivation of the students involved with creating the yearbook, with an element of funding.
	7. **Noelani Washington:** What exactly is included in this yearbook? It could be really thick and lengthy with the amount of students.
	8. **Joshua Clark:** We’d focus on seniors, but there would be photos of the other classes as well. Clubs would also be included.
57. **Andrew McCormack**: I move to close New Business. Motion carried.

1. ANNOUNCEMENTS:
2. **Joshua Clark**: AUC is meeting tomorrow, November 6th at 4:30 pm in the Parenzo Board Room.
3. **Jennifer McDiarmid**: Rules and Regs will be meeting after Con Review meets, so just hang around.
4. **Andrew McCormack**: As a reminder, Junior advising is this week, registering on Friday. First year and second year in season athlete advising is November 4th through November 8th, with registration on the 12th.
5. **Sarah Hegarty**: 3 units are due for November.
6. **Alexis Wagner**: See me for senator flyer photos, if you haven’t already.
7. **Rebecca DiVico**: Hall Council Presidents, Class Presidents, and Reps at Large: please meet Brittany Walters, Kevin Soucie and me in the conference room.
8. **Tom Durkee**: 192 Days until Commencement.
9. ROLL CALL: Amy MacDonald, Yaira Castellon-Torres were absent. Luis Arzola and Danny Chamberlain were excused and Adam LaMontagne sent an alternate.
10. ADJOURNMENT: Meeting adjourned at 6:20 pm.