**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**November 05, 2019**

1. ROLL CALL: Lindsey Dalrymple, Audrey Therriault Jaylin Carrasquillo, and Miranda Picot were absent.
2. APPROVAL OF MINUTES FROM October 29, 2019:
3. It was moved and seconded to amend the minutes from October 29, 2019 to reflect all of the motions made in session in reference to the Finance Proposal.
4. Motion carries.
5. Minutes were approved.
6. PRESIDENT'S REPORT: ***Kaytlyn Mekal***
7. Tonight we have Sara Chisholm, Interim Director of Dining Services, to give us some updates on Dining services.
8. **Sara Chisholm**: Hi everybody. Thank you for having us here tonight. I brought Lauren Smith from the Dining Commons with us. She is our registered dietician here on site for dining services. Later on she is going to talk to you a little bit about what we do, what she does, and what she brings to the table here for Westfield State.
9. I wanted to start out with: We miss Andrew Mankus. I don’t know if any of you knew Andrew; he was our director for the last three years. He opened our dining commons and dining services here at Westfield State three years ago. He has moved on to another role. In the interim, Executive Chef Mary Reilly and I are doing the position, and we hope to have someone in front of Steve Taskar by the end of this semester. We are working with the committee now, and doing Zoom interviews, and then we will have on campus interviews shortly.
10. Some highlights from the FY2019, we’ve provided employment opportunities for 70 Westfield State University students. Westfield State Dining Services has now expanded across 30 local food producers within the surrounding Westfield area. We’ve purchased over $500,000 in produce, dairy, sustainable seafood, and proteins, including local yogurts from Rhode Island and Vermont Dairies. We’ve revamped the salad bar with the grain offering and anti-inflammatory offerings. We’re using Mardy’s Local to get to smaller farms where we can get local bakery items, produce, and local pizza doughs. We have continued to increase in overall customer satisfaction base. We have held over 30 special events within the dining services team. Along with community building events like Breakfast with Santa, partnership with SAIL. On many late-night events, along with the administration on Pancakes with the President which we did the fall and the spring semesters. Lauren Smith and Executive Chef Mary Reilly received a bronze medal award for Best Local Food Recipe at the National Association of College and Universities National Conference.
11. For FY20, we are adding things to the Marketplace like local coffee, local bagels, Harvest in a Hurry Grab & Go items that you can get from the Marketplace, we are adding monthly seasonal promotions to enhance overall menu and retail locations, re-heatable Harvest items located in Wilson and Garden Café, re-heatable mashed potato bowls in the Wilson location. In addition to that, we are bringing back the mashed potato bowls to the Dining Commons. You’ll be able to find that starting next Tuesday, November 14 at Late Night from 9:00pm-10:00pm. Please all join us.
12. We started doing a “You asked, we listened, and we heard you” every Thursday. I’ll be getting comment cards and then typing up a poster that will be placed down here in front of Dunkin Donuts along with our comment area in the dining commons. So, if anybody has any comments, we’ll be more than happy to answer them that way so we can get it out to everyone.
13. Gifts from Home: We started this last semester. Your parents, your champions, everyone can go online, order you a gift, we’ll recreate it in the dining commons and reach back out to you. It’s exceedingly popular this semester. We’ve already done 50 of them which is three times what we did last semester. It has been great.
14. We also streamlined the Get Well meals, you can order online now, we get the print out, and we’ll make it for you right away; so there is no waiting when you get to the dining commons.
15. Some things to come: Updates at Wilson Café: We’re looking at putting a coffee bar in, some new equipment, maybe paint, do something fun with the ceilings. “Text and Tell” will be coming to the dining commons. It should be up and running by next semester. We heard you: You asked for ice cream, we added ice cream scoops to TJ Bistro Late Night. We’re planning an ugly sweater party at the end of the semester in the dining commons with a special menu, holiday movies, DJ; and we are also looking at a Disco themed party for next semester.
16. Steve Taksar will be here in the December meeting to answer more questions about Dining Services and meal plans.
17. Please welcome Lauren Smith our Dietitian.
18. **Lauren Smith:** Hi everyone. I’m Lauren; I am the dietician for Dining Services. I’m just going to talk a little bit about a couple of healthy changes that I made that you guys may or may not be aware of and about why they were made from a health perspective, and then I’ll talk about what my role is and how I can help everyone on campus.
19. In the morning you may have noticed we started a really cool breakfast bar. There is quinoa, kale, tomatoes, and cucumbers all day long. I am really excited about it, and I know a lot of people aren’t. The purpose of that is to be able to eat veggies all day every day and put them on top of avocado toast. You have to get a little creative, but if you slice up the avocados and slice the tomatoes in half you can make a really gourmet piece of avocado toast and just get your veggies in that way. Students were asking for more options at breakfast, and I think a breakfast grain bowl with hard boiled eggs and tomatoes is really delicious. It’s not typical, but it is pretty healthy. We also added in chia seed pudding and overnight oats to add a couple other options in addition to the regular oatmeal and grits. We also are now serving homemade bread in the morning. I don’t know if you noticed that, but it has been an excellent addition. Our baker makes all of the bread daily, and we usually had it at lunch or dinner. Now we have it available in the morning too, so anyone who is big on toast, there is now homemade bread by the toaster.
20. For lunch and dinner, a couple things that I worked on-- and can talk about it individually if anyone is mad about it, but I’m really excited about it is incorporating more baked fish options. Last year we were doing fried fish every single Friday; it’s delicious, but it’s not the healthiest way to cook fish. Now, every other Friday it is baked. I did that to sort of lower the fat and make it a little bit healthier for people who don’t want to always be having fried fish. We are also now baking our wings. I’m not sure if people even knew, but last year and all the years before that the things were always fried. Now, they are baked. So, it is a little bit safer for students with allergies and 30% less fat. That is really exciting, and it tastes delicious. There was a little bit of trial and error to get them the exact crispiness, so if people tried it at the beginning and they weren’t good, I would recommend trying them again. That is every Monday.
21. We also are now doing our pasta bakes with whole grain pasta, so the whole grain is much higher in fiber. I love fiber: it is really important for your heart, helps keep you full longer, so there is lots of benefits to that.
22. We are working on bulking up clean eats: the station that is allergen friendly. We’re working on adding a couple more menu items. Students were asking for soups, so we are working on a build your own soup with rice and chicken kind of thing to make it still allergen friendly but exciting for everyone.
23. We have also added a couple healthy desserts. I’m not sure if anyone has seen the black bean brownies and tried them, but they are really good. They are every other week, so we still of course have our fudge stripe brownies and today had minty chocolate brownies. Every once in a while, you’ll see a black bean brownie, and those ones are high in fiber and lower in fat. Definitely try those things: now is the time to try it because if you order that at a restaurant and then didn’t like it, it would be a waste of money. If you got it here and didn’t like it, you can just throw it on the dish return and don’t get it again.
24. Those are the big things that changed health wise for the menu. To talk about my role on campus: I meet with a lot of students, so for this semester I’ve already had 30 meetings which is pretty significant. That’s the most that I’ve ever met with at this point in the year considering I also work with the chefs and do a lot of other things. Meeting with students can be about allergies, healthy eating, or trying to get more protein. Anyone who is interested in talking about food or nutrition, definitely take one of my cards or stop by my office in the dining hall across from the bathrooms for anyone who doesn’t know.
25. I also do a lot of things on campus. I have monthly office hours at Common Goods, the food pantry on campus, and monthly office hours with TRIO. I do a couple of things with the dorms. I do events in residence halls.
26. I’m also currently working on a few different things. March is National Nutrition Month. Every year for March I do lots of different things. Some of you may know my Lunch with Lauren series every Wednesday, but during March I really like to ramp it up. We do a special menu, and I do a lot of other work with different departments. So, look out for that in March. I am also planning something for the New Year program: New Year, New You. I need to think of a good name for it, but it’s going to be health and wellness ways to stick to your goals because a lot of people make health and wellness goals then have a hard time following them. So, I am working on a program that will incorporate Dining Services and overall health. There will be prizes and more details to come for that.
27. **Joseph Joyal**: Will students be involved in the interview process at all for Director of Dining Services?
28. **Sara Chisholm**: That has been brought up. Kelson Burke is actually on our search committee, so he is your voice at the moment. After we’ve narrowed it down, there has been discussion of doing an open forum with students and dining staff.
29. **Katherine Pinney**: I remember there was a question about Halal and Kosher meat, and Kelson Burke reported back to us that there was some Halal meat but can’t be confirmed. I think that respecting student’s religions are really important. I think being able to provide for all that is a really important thing that the dining commons should be focusing on. It might be like more expensive or harder to find some resources that provide that type of stuff, but it is something that should be looked at.
30. **Sara Chisholm**: Thank you. We are. Chef Mary is on top of it, and she is working on getting a vendor that we can utilize.
31. **Lauren Smith**: Right now, a lot of our meat is Halal, we just don’t want to label it like that in case it’s not. So, she is working with the vendor. Once we have confirmed which meat is Halal, we’ll be able to label it, so it will be very obvious. It is in the works.
32. **Kaytlyn Mekal**: I was just wondering if you could go a little bit more into detail about what the Text and Tell is?
33. **Sara Chisholm**: It is actually a new program for me as well. There will be a large screen TV in the DC, over by where the couches are now. We have a TV there now, but this will be a larger-screened TV. You’ll be able to text in your questions or comments to an app, and it will come to anyone of our management team. We will answer it live, and it will go up on the screen for everyone to see or read.
34. **Ethan Goodfellow**: We have our EMS/First Responder Club on campus. They do a lot of great things for the campus community done all as volunteer work; they are not getting paid. Is there any way that they could possibly get meals in the DC for free just while they’re on shift? I know it is probably a lot.
35. **Sara Chisholm**: We would probably say no, but we can look at it offline. The only reason I would say no is because there are other groups and communities who ask for free dining dollars. We wouldn’t be respecting everyone’s dining dollars that they are already paying for. We can talk about it more offline if you are looking for something during that shift; we can try and find something for you.
36. **Thalita Neves**: I had a question about Hoo’s Wings. I was wondering when the Hoo’s Wings menu was going to go online because I was looking for it the other day and didn’t find it. Then when I called to find out what their menu was, they said there wasn’t any boneless options.
37. **Sara Chisholm**: Hoo’s Wings is bone-in strictly this year. The menu is not online, and I’m not 100% sure; but we can get it online right away. I would say by Friday the latest you’ll see it online. It is strictly bone-in this year based off of what we’re doing. You can get boneless in TJ Bistro. If you wanted boneless wings, you could go to TJ Bistro and get them. They have chicken tenders.
38. **Elizabeth Ferrara**: I know you put all the menus online as the PDF’s of what you have for late night and in Wilson and Ely. Do you think you could put the retail menus on the This Week’s Menu, so the allergen filters can be there?
39. **Lauren Smith**: It is on the list of things I am working on. I have them for the Grab & Go, and I’m working on it; so I would say by next semester. It takes a really long time. It doesn’t seem like it would, but I have to enter all of the recipes and double check all of them. I am definitely working on it, so I can email you guys as soon as they’re up. For anyone who doesn’t know, we do have all of the menus for the dining commons online with the allergen filters and nutrition information. If anyone is interested in that, you go to the Dining website and click on menus; and it will bring you over to that page. Currently, we don’t have the detailed information for retail, so that is what I’m working on right now.
40. **Samuel Tsongalis**: I want to cycle back to something that Andrew mentioned last year that meal plans are expected to undergo change at one point. I don’t know if that still stood with the vacancy or not, but I wanted to know what the status of that was.
41. **Sara Chisholm**: I don’t actually have the answer to that. I know that Steve Taksar is coming in December for dining plan and finances. He will probably bring it up then. We have been in talks with maybe adding a plan for apartment living, so there has been communication. What that communication consists of I am not 100% sure at this point. I know Steve is coming in December.
42. **Kelson Burke**: I may have missed it, but when did you say mashed potato bowls are starting again?
43. Sara Chisholm: Next Tuesday the 12th. They will be offer
44. Thank you Sara. Next we have Nick Cream with us for Diversity Training. Please welcome Nick.
45. **Nick Cream:** Residential Director, gave a presentation on Diversity Training. His presentation is attached.
46. Thank you both again for coming down.
47. I have some updates for you. I got an email from Dr. Erica Broman yesterday, and she let me know that she asked Steve Taksar about the parking ticket fines and said they go toward ”student financial aid, replacement of police vehicles, and operational support for parking in general.” For any specific questions regarding parking, we will be having Chief Tony Casciano and Captain Mike Foyle to answer specific questions we might have.
48. I just wanted to let you know that Alan Blair, from Information Technology Services, will be coming down on December 3, so please come up with questions or materials you would like him to address and let me know so I can have him be prepared.
49. All University Committee met on Friday, November 1. We passed on two proposals to Curriculum Committee for review, and 14 to the President for signature. The next meeting is scheduled for November 15 at 1:40 in the Parenzo Board Room.
50. The Student Advisory Council met on Thursday, October 31 and we discussed the potential priorities for SAC for this academic year.
51. We’ve come to the conclusion that the first priority for SAC will be gaining momentum on Bill H.4810 which is a bill proposed to require sexual misconduct climate surveys at higher education institutes. Our goals right now are to raise awareness on our individual campuses, then come together across the state to push for action to be taken in the State Senate.
52. We also discussed what we can do to further the actions of the Open Education Resources Working Group. The OER working group is trying to explore an identify opportunities for higher education institutes to implement OER in their classrooms. .
53. At the end of the meeting, I connected with the SGA President from MCLA and we’ve discussed the benefits of visiting each other’s SGA meetings. SGA representatives from MCLA will be coming down to our meeting next week, and some of us will be going up to their meeting on December 2. That same week there is another SAC meeting, so hopefully we can work together to present some progress at this meeting.
54. Just a reminder that our next Town Hall meeting will be on Monday, November 18 from 5:00 pm to 6:00 pm her in the SGA room. Just a reminder attendance is required, unless you have a solid excuse as to why you can’t come.
55. There’s some important information I want to share with you all. The PVTA approached Westfield State at the beginning of the year looking to increase the cost of WSU students using their bus service. This year, their expenses have gone up more than expected, therefore they are looking to cut costs where they can.
56. One approach they are looking at is merging the 10S and Owl Shuttles. To keep this relatively short, the proposed new route would start running at the beginning of next semester, however the schedule would be inconvenient for class schedules. As we’re all aware, Monday, Wednesday, Friday class schedules are different than Tuesday, Thursday schedules and there is no difference in the proposed route to account for this.
57. While we understand that this would affect students going to and from Horace Mann during the day, I urge the rest of you to come up with specific impacts the change would affect.
58. If any of you are very concerned about specifics, I can tell you what I know, but I will let you know that it’s not much. If anyone wants to see the proposed new schedule, please come visit me during my office hours or stop by during the day. We will be having a representative from PVTA down on November 19 to address concerns.
59. I accept the resignation of Jaylin Carrasquillo as Davis Hall Representative to SGA for the 2019-2020 academic year.
60. I accept the resignation of Miranda Picot as Davis Hall Representative to SGA for the 2019-2020 academic year.
61. We will be having Joshua Hettrick to talk about the housing selection updates, and Captain Mike Foyle and Chief Tony Casciano to answer questions about parking. Please come with questions for all of them, and I hope you all have a great rest of your week.
62. Items not listed on Agenda:
63. BOARD OF TRUSTEES' REPORT: ***Thalita Neves***
64. All University Committee: **No Report**
65. Student Advisory Council: **No report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE:**Gift Madu**
	* 1. Hi, my name is Gift Madu, I am super excited to serve as the Vice President of Student Life for SGA for the 2019-2020 academic year. I currently major in Criminal Justice with a minor in Psychology. As the VP of Student Life, I will be representing the interest of students in various committees I sit on to help enhance students here on campus. Feel free to stop by my office to discuss anything regarding your expectations and experiences. My office hours are Monday’s 3:00 pm to 5:00 pm and Wednesday’s 2:00 pm to 4:00 pm.
		2. Student Affairs Committee: **No report**
		3. Diversity/Inclusion Committee: **No report**
		4. Food Services Committee**: No Report**
		5. Parking Control Board**: No Report**
		6. Student Athletic AdvisoryBoard**: No Report**
		7. Substance Advisory Committee**: No Report**
		8. Veteran’s Affairs Report**: No Report**

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: ***Samuel Tsongalis***
	1. Academic Policies Committee: **No Report**
	2. Curriculum Committee: **Olivia Houde**
2. The biggest item to come from the meeting was the formation of a Special Topic course for the Nursing degree. This class is meant for the students who fall behind in their nursing degree by taking a semester off, it will allow that student to relearn any forgotten information. This class is designed for one or two students and will most likely be used more by the CGCE students.
	1. Enrollment Management Committee: **Samuel Tsongalis**
3. Enrollment Management Committee last met this past Thursday, October 31 at 9:00 am. There we discussed that the university as a whole has a problem with not having students come to Westfield but instead have an issue keeping students at Westfield. Although the committee did not come up with permanent solutions, I can say with some confidence that the committee will hopefully start moving in the right direction and exploring within their own departments. You may ask, why the sudden change in tone? After the sudden appearance of the SGA sticky note board and the overwhelming responses we have received, the committee deemed it necessary that if Westfield State wants to continue to be here in the future we need to start focusing on what we can do better and not what we can do new. I will keep you all informed as more information comes through.
4. Enrollment Management will meet next on Wednesday, November 20 at 3:00 pm.
	1. International Programs Committee: **No report**
	2. Academic Technology and Information Services Committee: **No report**
5. VICE PRESIDENT’S REPORT-FINANCE: ***Kelson Burke***
6. Finance Committee: **Kelson Burke**
7. Finance Committee received a finance Proposal from the Business club yesterday. Outlined on the projector are the funds that the club is requesting. They are asking for this money to pay for all the food and beverages for their annual Business Networking Dinner that is happening right now. They are asking for a total of $510.25 for cost for food and beverages. Upon review of the requested amount the Finance Committee has endorsed this proposal.
8. I move to allocate $510.25 to the Business club for their Networking dinner. Motion carries.
9. **Scotty Howe**: If it is happening now, what happens if we say no?
10. **Kelson Burke**: If we say no, they would have to find another means to pay for the food and beverages.
11. Foundation Report: **No report**
12. Student Organization Council: **No report**
13. VICE PRESIDENT'S REPORT-PROGRAMMING: ***Cameron Kelleher***
14. Campus Activities Board: **Cameron Kelleher**
15. Hope you all enjoyed your Halloween weekend. Thank you for those of you who attended bingo last Friday, November 1! I hope it was fun and that you walked away with some good prizes. Unfortunately, I was not able to be there due to the fact that I was at a rap concert, like any responsible leader would be doing. So, big shout out to Katie Pinney and the bingo committee for making that happen.
16. In other news, CAB will be hosting its monthly Live at Lunch tomorrow, November 6 in the DC from 11:30 pm until 1:30 pm. So, go check that out if you are going out to lunch.
17. That is it from CAB this week in regard to programming. This weekend, a few CAB members and I will be attending the annual NACA conference where we will be going through leadership programming opportunities from around the country that we could possibly bring to WSU.
18. Our next scheduled meeting is Wednesday, November 06 at 5:15 in the SGA Room E017.
19. LEGISLATIVE SECRETARTY: **Elizabeth Ferrara**
20. Neighborhood Advisory Board: **No report**
21. Community Relations/Fundraising Report: **No Report**
22. EXECUTIVE SECRETARY REPORT: **Melanie Voss**
23. PARLIAMENTARIAN REPORT: **Matthew Michalik**
24. The first thing that I would like to talk about is a point of clarification regarding Robert’s Rules where there may have been some confusion. I would like everyone to open their constitutions to page 27, and look at Article VII, the open meeting bylaws, section 2 “Required Procedures”, letter C “Conduct of meetings”, number 2. This section states the “No vote taken by the SGA may be made by secret ballot, except for the election of members of Rules and Regulations Committee, the Blue Key Committee, the Constitutional Review Committee, and the Parliamentarian.” Other votes may be motioned for by senators such as rising vote, which is a vote by either raising your hand or your body, or a roll call vote, but a ballot vote is not allowed. I apologize if I had led any people to believe differently. I am still learning about the constitution and the procedures, I learn something new every day.
25. I would like to discuss the Constitutional review committee. You have all voted on who is on the committee and we will hopefully be beginning our meetings this week and I will post when the meetings are on the back board when we figure them out.
26. I would like you all to know that this committee is in charge of making the changes to the constitution which will then be brought to all of you for a vote of approval before going to Rules and Regulations, but the ideas for what we will change I would not lie to only be subject to this committee.
27. That means I would like to hear all of your opinions on things that you think may be needed to be changed within the constitution, please do not tell me while I am up here because I’m sure you all have so many things you would like to change, but I ask you all to please take a look at your constitutions over the next few weeks and let me know via email or passing by if there is anything you would like me to bring up at the committee meetings.
28. Rules and Regulations Committee: **No report**
29. Constitutional Review Committee: **No report**
30. ADVISORY COMMITTEES:
31. Advisory Committee on Facilities Planning: **No report**
32. Advisory Committee on Academic Planning: **No report**
33. Advisory Committee on Budget Planning: **No report**
34. Advisory Committee on Affirmative Action: **No Report**
35. Advisory Committee on the Westfield State Experience: **No report**
36. Search Committee for Dean of Students**: No Report**
37. COMMUTER COUNCIL AND CLASS COUNCIL REPORTS:
38. Commuter Council: **No Report**
39. Senior Class: **Ethan Goodfellow**
40. The Senior Sweatshirts are on sale until next Tuesday, November 12. They are $25.00 each and can be bought on [www.westfield.ma.edu/tickets](http://www.westfield.ma.edu/tickets), so if you’re a senior buy yours now.
41. Our next scheduled meeting is November 12 at 8:30pm in the SGA conference Room E020.
42. Junior Class: **No report**
43. Sophomore Class: **No Report**
44. First Year Class: **No Report**
45. UNFINISHED BUSINESS:
46. NEW BUSINESS: (Requires majority vote to be opened)
47. ANNOUNCEMENTS:
48. **Melanie Voss**: Please give me your reports after you report.
49. **Liz Ferrara**: The whiteboard out there that had the sticky notes before now has a lot of answers to those questions. Be sure to take a look, so if students ask you those questions, you know the answers. Just spread the word, so they can take a look at it.
50. **Samuel Tsongalis**: Sophomores make sure you see your advisors, and then get ready for registration.
51. **David Youngerman**: There are 293 days until commencement.
52. ROLL CALL: Lindsey Dalrymple, and Audrey Therriault were absent.
53. ADJOURNMENT: Meeting adjourned at 6:33 pm

*To ensure the courtesy of others,*

*Please refrain from ANY cell phone use during the meeting.*

*Please also note that for accurate record keeping purposes, SGA meetings are recorded and kept on file by the SGA Executive Secretary.*