**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**October 10, 2017**

1. ROLL CALL: Mika Lapre, Sandra mercer, Kyle Szczepanek, Nathan Lovejoy, and Angela Riley were absent. Kelsey Kiltonic was excused and Hanna Christ was excused.
2. APPROVAL OF MINUTES FROM: October 03, 2017
3. Jacob Lotter: I move to strike the Senior Class report and move University Hall report to New Hall report. Motion Carries.
4. PRESIDENT'S REPORT: **Brendan McKee**
5. We have two speakers tonight. Here to speak on Academic Affairs, please welcome Vice President of Academic Affairs/Provost Parviz Ansari.
6. **Dr. Parviz Ansari**: Hi everybody. My name is Parviz Ansari I am the Provost and Vice President for Academic Affairs here. I started this job as of July of this year. Why Westfield State for me? I really love this place because there are a lot of good things happening here. One of those things that interests me about you is that much of my life as a first generation was how to engage students in education and how do we actually be able to work with them in terms of reaching their goals; What really makes me very happy is what we can do for you. We have a role to play in making your dreams come true. I was drawn to this job because of success initiates; the Westfield State Experience. It is very important to have a platform that speaks not only to education, but of course allows you to get your hands dirty; Experiential learning. And as a result you will be able to move on and allow you to have internships and getting you involved in research as you learn about yourself and learn about your potentials. To me it’s a very important piece to have and I believe it’s an important part of my task working greatly with the collaboration of my team, Academic Affairs, with the Student Affairs team. It’s very essential we have collaborating efforts, helping every student.
7. We are in the process of selecting our Founding Deans for our new college structure. It’s a long process, which means we have to find a search firm, which we did. It’s called Isaacs and Miller. We are going to have search committees. Made up of faculty, students, alumni, and staff. The idea is to make sure that the search consultants and search committees are in contact with the University learning about the University, what’s going on here and talking to all stakeholders; certainly to the students, you are an important part of that selection process going forward. Not only do you have representation on the committee, which is very important, you also have a voice through the process letting us know what you think. The way it’s going to work out is something like this: Sometime within the next few weeks we are going to have the search committees established fully and we are going to have the search consultants start talking to the search committees in term of the nuts and bolts of the process; we end up having candidates from all around the country invited to apply for these three important dean positions; we end up having applications reviewed by the search committee and once they are ready they will invite top ten or fifteen for airport interviews; through this process we end up inviting three top candidates to campus. I am hoping that at the end of the process we will have hired three founding Deans. It’s an elaborate process and I wanted to let you know how crucial it is.
8. The other thing that I’m working on right now is about success and what does it really mean. This is in collaboration again with Student Affairs. The idea is to make sure that we have a new conversation that involves a variety of programs to come together and have a conversation about what does it take for you to be successful. We’re going to have some sort of an organization of a type that allows that to happen. It has some components that may be unique to the way we function today. The whole concept of the Westfield State Experience is going to be crucial for us. We announced the leadership of that two weeks ago. These people will work with a lot of variety programs on campus all student centered based such as, Urban Ed, Trio, Banacos, Reading and Writing Center, Counseling Center, ResLife. All these programs to do with you and your education. Our hope is that we can work with you so that you are able to finish your education in four years.
9. The other thing that you may need to hear about is some departments are in the process of hiring new faculty members for the following year. It’s a year process to hire new individuals of the faculty. These departments had been chosen prior to my arrival. So my job was to sit down with department chairs and laying out the foundation, coming up with agreements, and hiring these individuals. Eight new faculty members for select departments.
10. **Christian Capalbo**: Are the candidates for the search committees coming from people who have worked in the college or just outside? And what are the main qualifications you look for in these candidates?
11. **Dr. Parvez Ansari**: One of the jobs of the search consultants is to reach out to all stakeholders and ask them what you think about these jobs. What are the issues, problems, challenges? And how do you think we should frame these ideas in terms of creating what they call the job position profile. They will be very specific about what kind of people they are looking for. This information will come from the campus. Yes I have my own say as Provost, but at the same time I want everybody on this campus to have the opportunity to raise those possibilities in terms of what we’re looking for. Some of the things that I am looking for is someone who has been successful in leading. These new Deans will have a job of coming on campus and building something from scratch. That’s why they are called Founding Deans. The specific qualifications of the job position profile are yet to be determined.
12. **Brendan McKee**: I know we had conversations about getting more student membership on these committees, but what can we, as students, do to push for these conversations to become a reality?
13. **Dr. Parvez Ansari**: Making up a search committee the issue is how many members are supposed to be on it? With that in mind in my conversation with the search consultants I asked them what was the norm and they told me basically it’s a breakdown of the stakeholders. That doesn’t mean they are in charge of that decision, I am at the very end, but I am making my decision based on what’s being recommended to me. Do we need to have a lot of representation of the stakeholders? Yes we do, but the committee cannot be very large. The size of the committee optimally should be about ten people, if not ten then maybe twelve at the very most. It is very counterproductive to have more than eleven or twelve people on any search committees. We have a variety of people to choose from and since this is going to be a Dean position, by default a good chunk of that membership should be faculty. One reason for that is they are the ones who are going to be facing and working with that individual on a daily basis. Minus that how much room is left? I really wanted to have two students on that committee, one undergraduate and one graduate, except that the program that we need here are Founding Deans that are going to be working with the day students. So, that leaves me with do I have one student and one alumni or two students and no alumni? That’s the room I have.
14. **Cameron Swan**: What kind of criteria goes into selecting an alumni representative?
15. **Dr. Parvez Ansari**: Alumni Relations is basically helping us through that process. They know the alumni and they have the contact. I asked them to find the right candidates. Who are the right candidates, someone who has a global view, someone who is knowledgeable about what goes on in Higher Education, someone who cares deeply about student success, someone who basically is having an interest in many ways in finding a great leader for the success of the college? All of those attributes are very important. I trust whatever names Alumni Relations gives and this is what it is. So I’m crossing my fingers hoping they are the right people.
16. **Jacob Lotter**: You and I had talked about the Tim Wise discussion that took place a couple weeks ago on campus and I just wanted to give you an opportunity to talk about it down here why that event took place on Dever Stage rather than the Woodward Center like some people thought it should.
17. **Dr. Parvez Ansari**: Number one; although my office basically held the Tim Wise event here I was personally not involved in that project. I learned through that process that every time you are going to hire or invite a speaker to campus they normally sign a contract with you so you have to follow the terms and conditions of contracts. I never saw the contract so don’t hold that against me, but to my knowledge when they reached out with him to change the venue he did not agree. He said our agreement was to have this place as a location and he also had several other conditions so he wanted to have a better understanding of the location and through that contract he agreed to go to that venue. When he was approached about a larger venue he did not want to move. I do appreciate the fact that we wanted to have everyone attend at the same location, but we have to follow the speaker’s requirements as part of the contract. That was our binding policy.
18. **Maddie Dexter**: I was just wondering when we can expect an announcement on committee membership.
19. **Dr. Parvez Ansari**: I wanted this announcement to be made a week ago and one reason for that every time we wait longer and longer it takes time for those documents to be prepared and go through the process. I am hoping that I will be able to have the committee membership solidified if not this week then next week. It will be announced publicly.
20. Thank you Dr. Ansari. We will have a few speakers for next week. We will have Vice President of Enrollment Management Dan Forster, who will be speaking about happenings in EM including financial aid, retention, and much more. We will also have faculty members Frank Giuliano and Claudia Ciano-Boyce here to speak about items of mutual interest with SGA.
21. Another reminder, two weeks from now we will have Massachusetts State Senator Don Humason, which means that it will be a dress code meeting on October 24. If you have any questions about what dress code means, see me after the meeting.
22. We’re also going to be taking headshots for Who’s Your Senator after the meeting on the 24th. For those who do not know, Who’s Your Senator is a project that SGA does every year where we make posters for each and every one of you to post around campus so that the Westfield student community knows who represents them. More details will come as it approaches.
23. I have the contact sheet which has been updated. If you have already put your information down, please look it over to ensure that it is all correct; if not, please put your information down next to your name. If your name is not listed, feel free to add it to the back of the packet.
24. I have a sheet to pass around on behalf of Karina Sallaway regarding Owl Ball Committee. If you are interested in taking part on this committee, which mainly is responsible for putting Owl Ball together, please write your name down on the sheet. Karina will speak more to what Owl Ball is in her report, but that’s the main overarching gist of it. Please be sure to get the sheet back to Karina following the meeting.
25. I move to appoint Mike Foyle as SGA advisor for the remainder of the 2017-2018 academic year. Motion carries.
26. I accept the resignation of Sandra Mercer as Representative at Large to SGA.
27. I move to appoint Brendan Brosnihen as Lansdowne Repetitive to SGA for the remainder of the 2017-2018 academic year. Motion carries.
28. Another reminder that the Career Center is hosting a Government, Criminal Justice and Non Profit Career Fair on Thursday, October 12 from 1:00pm until 4:00pm in the Woodward Center. Over 100 federal, state, and local agencies will be in attendance, with employers interested in meeting students from all academic departments. This is a great networking opportunity, so be sure to take advantage of it.
29. There will be another black out day and gathering at the Globe tomorrow, October 11 at 7:30pm. This will mainly be held to follow up on the first gathering regarding ongoing investigations of the continued acts of racism on campus, as well as another opportunity to allow students to voice questions or concerns. If you are able to make this time, please go and show support
30. Items not listed on Agenda:

1. BOARD OF TRUSTEES' REPORT: **Cameron Swan**
   1. This Thursday, October 12 the Board of Trustees will be having subcommittee meetings throughout the day followed by a full board meeting. The schedule for the day is as follows:
2. 8:30-9:30: Academic and Student Affairs
3. 9:30-11:00: Finance and Capital Assets
4. 11:00-12:00: Institutional Advancement and Enrollment Management
5. 1:00-2:00: Audit Committee
6. 2:00-3:00: Governance and Nomination
7. 3:15-5:15: Full Board Meeting
   1. All University Committee: **No Report**
   2. Neighborhood Advisory Board: **No Report**
   3. NEASC Steering Committee: **No Report**
   4. Strategic Planning Committee**: No Report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE: **Arielyss Santiago**
   1. Student Affairs Committee**: No Report**
   2. Diversity/Inclusion Committee: **Derek Estrella**
2. I hope you will all be able to join together tomorrow, October 11 at 7:30pm at the globe for a peaceful discussion and updates on the issues involving racial degradation that happened on campus a few weeks ago. We will unite in all black attire tomorrow so please be sure to spread the word.
3. Also tomorrow, October 11 we have some more LatinX Heritage events, Zumba Reggaeton Style with Tara at 5:30pm in the Fitness Center and Baila Con Nosotros at 7:00pm in Scanlon Banquet hall where you can come learn how to Salsa.
4. On Thursday, October 12 at 6:30pm in the Owl’s Nest there will be a Meet and Greeks event where you can learn about fraternities and sororities nearby.
5. If you have any questions feel free to email me at any time.
   1. Food Services Committee**: Shayna Arnott**
6. All the eggs being used in the D.C. are now cage-free.
7. T.J.’s Bistro will be adding a new option for late night starting either next week or the week after that. You will have the opportunity to create-your-own individual sized pizza.
8. Just a pointer in case some of you aren’t aware of this, regardless of what day of the week it is you can always go to the deli line and ask them to make a grilled cheese for you and they would be more than happy to do that. Don’t limit your grilled cheeses to just grilled cheese day.
9. Some events coming up include:
10. The Mexican cuisine dinner with the guest chef tomorrow night from 5:00pm until 8:00pm in the D.C.
11. The other guest chef this month will be Jon Ash who will be cooking up some seafood on October 16 for dinner from 5:00pm until 8:00pm.
12. Don’t forget about the Japanese international lunch taking place on October 18 from 11:30am until 2:00pm in the D.C.
13. The Halloween Bash will be taking place during dinner on Halloween from 5:00pm until 8:00pm. I will have more details to come about that last event in the next few weeks.
14. Please consider joining Food Committee, it is such fun committee and you won’t regret joining it, even bring some of your friends with you.
15. **Sammantha Dorazio**: At these activities and events is the food going to be allergen free?
16. **Shayna Arnott**: They should be and they always take into consideration allergens when they do an event in the DC. To my understating it’s always going to be the main eight allergies.
17. Our next meeting will be Tuesday, October 17 in the Tekoa room and it starts at 4:00pm.
    1. Parking Control Board: **No Report**
    2. Student Athletic Advisory Board: **No Report**
    3. Substance Advisory Committee: **No Report**
    4. Community Relations/Fundraising Report: **Marissa Cremin**
18. I just wanted to say thank you so much to everyone for helping at our first blood drive last week. We had a great turn out, but unfortunately it had to be shut down two hours early. This was because of the rising temperature in the gym. Because of the heat, the Red Cross employees felt this was a safety concern for students.
19. I understand that this was an inconvenience for a lot of people, but there’s really nothing that SGA could do about it. Barb Hand and I met with Red Cross directors this morning to voice our concerns about the drive, and hopefully something like this won’t happen in the future.
20. On a brighter note, we still were able to collect 47 units of blood, which will help 141 people in need. Again, thank you for coming and we’re sorry that this happened. I hope to see everyone at our next blood drive on Wednesday, November 29.
21. I have been contacted by a woman who works for the Columbia Greenway Trail. The Columbia Greenway Trail is a bike path in Westfield, and their mission is to transform Westfield into a bicycle and pedestrian friendly community. They are looking for some volunteers for upcoming table events. This is a great way to learn about trail issues and meet the public. Their next table event is at Pumpkinfest on Saturday, October 14 from noon to 7:00pm. This event is a fall festival in downtown Westfield. I’m going to pass around a sheet for volunteers, so please write your name and email if you would like me to give her your contact information.
    1. Veteran’s Affairs Report: **No Report**
    2. Advisory Committee on University Infrastructure: No Report

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: **Jacob Lotter**
   1. Hi everyone! So I know I said earlier in my email that the course offering booklets weren’t on campus yet, but as you can see they did indeed come in. I have left one at everybody’s seats. If you didn’t get one I left the rest in front of the mailboxes so you can feel free to grab as many as you’d like. Now, for the actual dates. I will read them off, however they are also in the booklet and the email I sent.

***Advising/Registration Dates***

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| *Advising* | *Class* | *Registration* |
| M October 2 - T October 24 | Eligible Banacos/Honors | W October 25 |
| M October 23 – R October 26 | Senior | F October 27 |
| M October 30 – R November 2 | Junior | F November 3 |
| M October 30 – F November 3 | 1st/2nd Yr In-Season Athletes | M November 6 |
| M November 6 – R November 9 | Sophomore | M November 13 |
| T November 14 – F November 17 | First-Year | M November 20 |

* 1. Please let me know if you have any concerns or questions. In addition to myself you can also contact Laurie Simpson or Nicole West in the Academic Advising Office.
  2. Academic Policies Committee: **No Report**
  3. Curriculum Committee: **Madeleine Scott**

1. The Curriculum Committee met this past Friday, October 6 and we discussed a few different things.
2. The committee formed subcommittee charged with the bylaws so the rules on voting are clearer in the years to come. This is because last year there was discussion on when abstentions should be happening, and whether they count. The student representative on the subcommittee is Jacob Lotter.
3. Dr. Elizabeth Starr from the English Department asked the committee to reconsider adding a new Geography and Regional Planning course to the Literary and Philosophical Analysis. At the meeting before this one the committee had passed it, and the English Department felt a Geography course didn’t belong in the section of the core. Both English and Geography gave their arguments and the motion to reconsider the proposal failed.
4. Besides the Geography course being passed and added to the common core, the committee also passed one new History course.
5. We tabled three English proposals for changes to the English concentrations, in addition to also tabling a proposal from Movement Science to change the requirements of the major until the Department Chair is able to attend and answer questions from the committee.
6. Our next scheduled meeting is October 20 at 1:40pm in Wilson 404.
   1. Enrollment Management Committee: **No Report**
   2. International Programs Committee: **No Report**
   3. Academic Technology and Information Services Committee: **No Report**
   4. Writing Liaison Committee: **No Report**
   5. Advisory Committee on Academic Planning: **Jacob Lotter**
7. The Presidential Advisory Committee on Academic Planning met this past Friday, October 6 and decided our project for the year. Last year we spent two semesters working on a recommendation report where we suggested that the President consider moving the Academic Affairs division from a flat structure to a schools and college system.
8. This year ACAP will be working on reviewing the common core and giving recommendations to the Curriculum Committee on how to move forward with a common core revision.
9. To begin, the committee was split into three separate teams to prepare for the review of the core.
10. One team consisting of Dr. Laurie Simpson, Dr. Shelley Tinkham, and Dr. Jennifer Hixon is looking at the different ways our core is effective or ineffective for transfer students.
11. Another team consisting of myself and Dr. Lynn Shelley are reviewing documentation from the last common core review that took place between 2007 and 2013 by ROCCC (Review of the Common Core Committee) as well as documentation from the last time the core was changed from 1994-1998.
12. The last team consisting of Dr. Christina Swaidan, Dr. Brian Jennings, Dr. Elizabeth Starr, Dr. Robert Bristow, and Dr. Enrique Morales-Diaz is looking at best practices at other institutions for what works with their cores.
13. We hope to have an official statement out to the campus community by the end of this week about how we will be doing the review, and I will keep all of you updated since student input on the effectiveness of the core will be extremely important.
14. Our next scheduled meeting in on October 27 at 3:00pm in the Parenzo Boardroom.
    1. Advisory Committee on the CURACW: **No Report**
    2. Guest Lecture Committee: **No Report**
15. VICE PRESIDENT'S REPORT-PROGRAMMING: **Madeline Dexter**
16. Programming update: Madeline Dexter
17. Today is the first day of Coins for Change! Here is the jug to be passed around for spare coins if you have some. Please consider donating as Texas is still in dire need of support. Also, I still do need volunteers to sit at the collection tables on Tuesdays, Thursdays, and Fridays. Please let me know if you can do an hour in order to cover your office hours for the week
18. This evening October 10 is a Code Blue alert, which in the hospital means someone is really coding, but here it means show your Westfield spirit at Woodward to support the Girls Volleyball team at 7:00pm!
19. Tomorrow, October 11 is National Coming Out Day! Make sure you send some extra love to the LGBTQ+ community members tomorrow.
20. This week Student Activities has a few really fun programs to do! First is Glow in The Dark Capture the Flag on Thursday, October 12 from 8:00pm until 10:00pm on the green. Matt Dellea just got the game in today and it looks wicked cool. Friday night, October 13 in the Parenzo gym is the second “Rec the Night” of the semester, featuring dodge ball! I loved that game in elementary school until it got banned from my district, so you bet I will be there. It is from 9:00pm until 11:00pm! Next Monday, October 16 will be the annual Fall Festival. This year it will include: Moe’s Donuts, Caramel Apples, Apple Crisp and Vanilla Ice Cream, pumpkin decorating, and more! Fall Festival will be hosted from 2:00pm until 6:00pm in the Ground Floor of Ely.
21. On Thursday, October 12 from 1:00pm until 4:00pm there will be a career fair in the Woodward Center Field House. The fair will be focusing on Government, Criminal Justice, and non-profit organizations. Press your pants and get dressed up for this event!
22. Next Wednesday, October 18 is the first CAB trivia of the semester at 8:00pm in the Owl’s Nest! It will be Disney themed and as always, there will be free pizza.
23. College Con will be held on October 19 in Ely from 11:00am until 4:00pm and will include guest authors, artists, cosplayers, and vendors. They would like to extend an invitation to any gaming or comic/manga/anime themed club that may be interested in setting up. Any club is welcome to just sit and promote their organization or run any type of game or activity that they feel fits the theme. Any interested students or organizations can contact Nicole Rancitelli directly via email or just swing by the bookstore!
24. This weekend the Musical Theater Guild will be hosting the 25th Annual Putnam County Spelling Bee, which is actually a spelling bee but a crazy funny musical which you would be sad to miss. The show is about six energetic and quirky adolescents who are competing in the bee, run by three equally wacky adults. Some of our senators are in the production so for those lovely actors, please break a leg. For everyone else, the show will be opening Thursday, October 12 and running through Saturday, October 14 at 7:30pm with an additional matinee on Saturday, October 14 at 2:00 pm. tickets are $2.00 for students and $5.00 for non-students and will be sold at the door. It has a lot of improv, so it’s a different show every night.
25. Finally, this Saturday, October 14 is the first Campus Activities Board Haunted House. I am so crazy excited for it and it will be a great time. Admission is totally free and we have a wonderful crew putting everything together. We have worked so hard on this so, grab your friends and come get scared! It will be in the Ground Floor of Ely starting at 8:00pm.
26. VICE PRESIDENT’S REPORT-FINANCE: **Marcus DiBacco**
27. Finance Report: **No Report**
28. Foundation Report: **No Report**
29. SECRETARY'S REPORT: **Karina Sallaway/Derek Estrella**
30. Executive Secretary Report: Karina Sallaway
31. Brendan Mckee earlier so kindly handed out and interest form about Owl Ball Committee. For those of you who don’t know, Owl Ball is our annual semi-formal we have second semester and this year it is on March 23. It’s held at the Tekoa Country Club and there’s some really good food, a DJ, dancing, and it is just generally a good time all around. I am lucky enough to get to plan this event, but I can’t do it on my own so if you are interested in helping please put your name on the list. I’ll send it around next week too, in case you change your mind and the following week after that I will be emailing those who will be on the committee.
32. Legislative Secretary Report: **No Report**
33. PARLIAMENTARIAN REPORT: **Tyler Cameron**
34. Rules and Regulations Committee: **No Report**

1. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
2. Commuter Council: **No Report**
3. Senior Class: **No Report**
4. Junior Class: **No Report**
5. Sophomore Class: **No Report**
6. First Year Class: Joseph Joyal
7. I move to appoint Ellen Lambert as Class of 2021 Representative to SGA for the remainder of the 2017-2018 academic year. Motion Carries.
8. I move to appoint Scotty Howe as Class of 2021 Representative to SGA for the remainder of the 2017-2018 academic year. Motion carries.
9. Apartment Complex: **No Report**
10. Courtney Hall: **No Report**
11. Davis Hall: **No Report**
12. Dickinson Hall: **No Report**
13. Lammers Hall: **No Report**
14. Lansdowne Place: **No Report**
15. New Hall: **No Report**
16. Scanlon Hall: **No Report**
17. University Hall: **No Report**

1. UNFINISHED BUSINESS:
2. NEW BUSINESS:
3. ANNOUNCEMENTS:
4. **Tyler Cameron**: Rules and Regs after the meeting.
5. **Derek Estrella**: Student Affairs Committee is looking for five students. See me after if you are interested. Also, Senator Office Hours have begun please hold yours every week.
6. **Brendan McKee**: Can we please get the contact sheet and Owl Ball interest sheet back after the meeting?
7. **Cam Swan**: Can I see Reps at Large at the couches for five minutes after the meeting?
8. Marissa Cremin: 221 Days until Commencement.
9. ROLL CALL: Mika Lapre, Kyle Szczepanek, Nathan Lovejoy and Angela Riley were absent, Hanna Christ sent an alternate.
10. ADJOURNMENT: Meeting adjourned at 6:37pm

*To ensure the courtesy of others,*

*Please turn off your cell phone before the meeting*