**Student Government Association Minutes**

October 11, 2016

1. ROLL CALL: Tara O’Hanlon, Sandra Mercer and Ryan Gontheir were absent. Sarah Kennedy and Shayna Arnott were excused.
2. APPROVAL OF MINUTES FROM September 04, 2016: Minutes were approved.

1. PRESIDENT’S REPORT: ***Matthew Carlin***
2. Our guest speaker tonight is our new Vice President of Administration and Finance, Stephen Taksar, please welcome him to his first SGA meeting.
3. **Vice President Taksar**: Thanks for inviting me to your meeting today. I thought I would just tell you a little about myself and why I came to Westfield and what’s important to me. Then answer a couple questions if that’s appropriate.
4. I’ve worked in higher education for most of my career. Most recently I am coming from Plymouth State University. Prior to that I was at Indiana University for a few years and then I worked at other higher education institutions mostly in New England. So, I’ve spent most of my career in higher education. I do have a master’s in Business Administration, a master’s in Education, and a bachelor’s degree mostly from public universities. I also spent a little bit of time in private industry. I worked for Environmental Engineers for a few years and that was a really good experience for me. It showed me quite a bit about the private sector and what it offers.
5. I interviewed at Westfield for a couple of reasons, which were pretty important to me. One is public higher education, I think, is a really important segment in the market place. I’m a product of that. I’m a first generation college student that worked three jobs while going to school. My graduate degrees were done part time at night. So, I think I have a pretty good idea of the challenges a lot of you face and that I faced when I was going to school. I think public higher education just plays an important part in the whole education marketplace and I have some commitment to that.
6. I think Westfield provided a lot of opportunities for me personally and I think there are things that I can add to further the reputation and quality of the Westfield education. You may not know that part of my career as I started out was in student affairs and I was pretty active in Student Affairs. My first two jobs were in student activities and so I come to my job in Finance and Administration with a background in student affairs and I understand a lot of what those issues are and really what I’m trying to do while I’m here at Westfield is to help the folks in the Administration and Finance area really focus on helping you. Our goal is to make sure that you can have a high quality affordable education and that means a lot of things have to happen behind the scenes that you may not really be aware of.
7. One of my jobs is to help my own staff of, I think about 130 people in the group, that I oversee and help them really think clearly about what it is to be a student, how can we help our students, how can we save money, how can we keep tuition increases low, and how can we be more efficient at what we do on campus. Those are all really important things that I’ll be focusing on that I think will ultimately help you and help Westfield be fuller.
8. In the first couple of months here, I started on July 5, 2016. I’ve been at a lot of meetings and was talking to folks and one of my primary goals in the first couple of months was just to do a lot of listening and less talking. I’ve been to a lot of department meetings, division meetings; I’ve had a few conversations with you and your colleagues. It’s really important that I understand the culture of Westfield, what’s important to you as students, and how we can jointly move Westfield further up the quality curve.
9. I’m still in this listening mode and I hope that maybe today, if you have some things you’d like to tell me, I’d be happy to take care of those issues too. That’s all I’d really like to say at this point. A very brief kind of overview of me and what’s important and how I came here. I’d be happy to answer any questions based on how you handle this part of the meeting.
10. **Jon Cubetus**: Hi thanks for coming down. I know you said that your primary goal was to listen, but since you started in July, are there any specific areas you want to focus in on, that you’ve kind of heard about or do you have any other specific goals in mind?
11. **Stephen Taksar**: One of the things that surfaced quite a bit is to focus on the future, on planning. The institution has sort of a mixed history on planning and what do I mean by that, I mean looking out in five to ten years down the road and trying to anticipate how higher education is going to change and how can Westfield position itself for those changes. In other words what do we have to do now or next year or the year after, that will help the folks that follow you to have the same or higher quality education down the road. I think helping Westfield to think more strategically about planning, investing, cost containment, and leveraging the best of what we have for the future of Westfield.
12. **Marcus DiBacco**: I just wanted to ask, do you have a five year plan that you would specifically like to see?
13. **Stephen Taksar**: Not yet. You know I don’t and my comments about listening, it’s really important because I really have to get a better handle of what’s important to Westfield and what’s important to you as students here. I have spent my career in higher education, but I have to say every place is different and I think it’s really important to understand the pulse and the culture and what is Westfield really all about. I’m still in that introductory stage, but I will say that a five year plan has to be based on really the strategy for the institution overall. It’s not going to be my strategy, it’s what the president and the leadership and the campus feels is important to focus on over the next several years. It’ll be a collaborative thoughtful structure that I think will have everybody think a little clearly on what’s important to do down the road.
14. **Brandon Trafford**: I was just wondering, and I’m sure everyone in this room is wondering, how effective has it been going self-op with our food services in comparison to utilizing Sodexo within the last number of years.
15. **Stephen Taksar**: That’s a good question. My first day was July 5 and I think that was the fourth day that the new food service opened its doors. I think they’ve been spending a lot of time on that over the last couple of months. Here’s what I would surmise the last couple of months. One is more flexibility and a creativity that I think can happen because of how the dining program is structured. Meaning things can change more quickly, we’re not stuck in a rut of staying in certain kinds of foods or programs that have been in place for a while. I think you’re going to see more shifting of elements in the program that gives students more flexibility in terms of not just dining choices, but where you can go and what you can get. I think at the end of the day it’s really going to be a good program for the university as we ramp up the benefits overtime. It’s not going to happen immediately so we were concerned initially about opening up the doors and hiring all the staff and kind of getting things in place. Overtime I think, what’s going to happen is you’re going to see the quality from beginning to end, increase dramatically. Why do I say that? You know we’re partnering with UMASS Amherst and if you haven’t heard, they are the number one dining program in the country right now. They’re not dictating to us what we have to do, but they are helping us figure out how to get better. So my hope is every year we’re going to get a little bit better and I hope that one year we’ll be in the top ranks of dining programs.
16. **Alina Bracken**: With the finances, what departments make up your division?
17. **Stephen Taksar**: I should have said that at the beginning. Let me give you the highlights. I oversee the Finances of the University, which would be things like student accounts, the annual budgeting process, capital investment strategies, how we borrow money or spend it at facilities. I oversee Facilities and Construction, not directly, but I have staff that does that in my division. I oversee the maintenance people, the cleaning people, for the residence halls. I oversee the Risk Manager on staff, someone who helps us with policies and manages risks across campus. I also oversee the Dining Program, as you know. Also, I oversee the Health and Safety on campus in respect to environmental issues and IT. A pretty important part of campus.
18. Than you Vice President Taksar. Now we have another speaker tonight Thomas Convery, an Alumni of the University from Alumni Services and Lifetime Owl Coordinator, please welcome Mr. Convery.
19. **Tom Convery**:I want to tell you about some changes we’ve made with the Lifetime Owls short-term travel program and I hope that you’ll tell your constituents. It used to be, until Friday, October 7 that a Lifetime Owl would get a $25 discount voucher for short-term travel during their sophomore year. A student in the Nursing program told me that she was a junior and they can’t go anywhere until their junior year and she was out of luck. I said I would get back to you. We’ve now changed the program, if you are a Lifetime Owl, I don’t care what year it is, if you’re going on a travel program that goes through the International program, you can pick one of your four years and we will give you a $25 voucher for your travel. I want to show you this booklet, if you’re wondering what the programs are, get a copy of Go Global. Right now there’s eight different trips coming up in January and the spring.
20. We had 232 new Lifetime Owls sign-up since July 1, which means in the next two weeks I will be transferring $3,480 to SGA. Thank you for your time.
21. The Counseling Center and Res Life are cosponsoring a variety of events this week for the first “Mental Health Awareness Week.
22. Stress Busters is tonight, October 11, at 7:00pm in various locations.
23. Pet Therapy is October 12 on the green at 11:00am until 1:00pm.
24. On Wednesday, October 12 there will be a presentation of the movie “Inside Out” which will be in the University Hall Multipurpose Room at 8:30pm.
25. A special Yoga session titled “Just Breathe” will be Thursday, October 13 at 7:30pm in the University Hall Multipurpose room.
26. Friday, October 14 at 3:30pm there will be a regular Yoga in the Wellness center which is open to all students, even those without the Wellness Center sticker.
27. For those of you who are interested, the Interfaith Center also sponsors quiet meditation hours for students needing a place to relax in.
28. If you would like more information regarding any of t these events, please see me after the meeting.
29. I am looking for two students to serve with me on the Parking control Board, again please contact me or see me if you are interested. We have put a hold on selling any more south lot decals until the spring semester. Lansdowne students can now park at 41 Broad Street, along with parking under Lansdowne and in the lot across the street.
30. **Cam Swan**: Why is there a hold on the parking decals?
31. **Dr. Carlton Pickron**: The reason why we stopped selling South Lot decals to resident students is because we’ve maxed out the parking spaces in South Lot. So we can’t sell anymore decals until the coming spring semester. We will have a reduction in the number of students here on campus and more spaces will be opening up. So that’s the hold on South Lot. Commuter students are still buying decals. That’s not a problem and we have increased the number of commuter spots by adding the western edge of the Dower Center on the Western Avenue side of the Dower Center, which is forty or fifty spots for commuter students.
32. **Rehana Yusif**: What happens to the students who don’t have stickers?
33. **Dr. Carlton Pickron**: They are accumulating tickets and then eventually we’ll tow them away.
34. **Rehana Yusif**: But residents who live on campus can’t buy commuter stickers, can they?
35. **Dr. Carlton Pickron**: No, right, that’s correct. If you’re an on campus resident you can’t have a commuter decal. Bottom line is everyone who has a car rightfully here on campus is a commuter or parking in South Lot, needs to have their car registered. Students down at Lansdowne have to do the same thing. The 41 Broad Street Lot, that is for Lansdowne students to park their car and leave it there for parking overnight.
36. **Brandon Trafford**: How many parking tickets can accumulate before you consider towing?
37. **Dr. Carlton Pickron**: We’ve tried real hard not to do towing. We’ve had students accumulate more than ten parking tickets. The parking control board used to have a marker with five parking tickets, but we tried to stay away from that. We’re trying not to tow, but if you keep pressing us, there were a couple cars towed this weekend out of South Lot.
38. Items not listed on the agenda.

1. BOARD OF TRUSTEES’ REPORT**:** ***Brandon Trafford***
2. The Board of Trustees did meet on October 6, I will be reporting on that meeting at the October 18 SGA meeting. I want to push the President’s Investiture. It is coming up this Friday, October 14. There are going to be three public events that are opento the students and first off for those of you who don’t know what the investiture is, it is basically an official ceremony to swear in our president to campus. The following is a schedule of events for the Investiture
3. Thursday, October 13 at 7:00pm in Dever there is going to be an Investiture concert and reception.
4. On Friday, October 14 the actual Investiture will be taking place at 10:00am in Dever, after the official ceremony there is going to be a public reception in the DC between 11:30am and 12:30pm.
5. These are all public events, students go for free. In regards to the meal plans, for the ceremony after the actual Investiture, if you have meal swipes they ask that you use them, if you do not you can go in for free.
   * + - 1. **Ashley Deleon:** Does this mean we’re not invited to the champagne toast?
         2. **Brandon Trafford:** I believe you are invited to the champagne toast, but you do have to be 21 years or older. I’m not sure on that, don’t quote me, although it’s probably going to be in the minutes. I’ll find out for you.
         3. **Dr. Carlton Pickron:** The toast is happening in the lobby of Parenzo. Once the concert is over they’re going to have the toast right there and yes you need to be 21. I believe they’re going to have some sparkling grape juice or something for the under 21 folks.
         4. **Michaella Tretheway:** What time is the concert on Thursday, October 13?
         5. **Brandon Trafford:** The concert on Thursday, October 13 is at 7:00pm in Dever Stage.
6. All University Committee**: No Report**
7. Neighborhood Advisory Board**: No Report**

1. VICE PRESIDENT’S REPORT-STUDENT LIFE**: *Brendan McKee***
2. I need two students to sit on the Substance Advisory Committee with me. The committee reviews the Alcohol and Other Drug Policy annually and also assists in creating the Biennial Review to comply with federal law. The meeting time will be set up based on availability of all members, so if you’re interested, please let me know after the meeting.
3. I need to fill Diversity/Inclusion Committee. This committee is chaired by Diversity/Inclusion Rep Daisha Serrano, and includes: A Representative at Large, one Class Council Representative from all Class Councils, one Hall Council Representative form each Hall Council and one Commuter Representative from the Commuter Council and me. This committee represents diverse and inclusive interests at Westfield State University, and will work to organize one or two programs per semester around Diversity and Inclusion initiatives. Please let me know if you are interested, after the meeting.
4. Student Affairs Committee**: No Report**
5. Diversity/Inclusion Committee**: No Report**
6. Food Services Committee**: Andrew Manchino**
7. The Website for the DC’s menu should be up and running finally, so, tell your friends.
8. There will be an email about the five meal plans going out sometime this week. Some concerns I have heard is that will “To Go” be open later and for the near future it will not be, but eventually the grab and go options will be easier and will be available on campus.
9. You only get one to go swipe a day for “To Go” because it is a way to keep costs down for the “To Go” option with not having to buy and makes too many and also helps with the speed of service.
10. I have decided to step down as chair of the Food Service Committee. After being elected as Parliamentarian it is in the best interest for me to give it to others who have more time to devote to running it to its full potential, especially in this big transition period. I loved being the student voice to food services for the past year and I can’t wait to see the great things Rehana Yusif and Shayna Arnott will do for food services this year as co-chairs of the committee.
11. **Andrew Morin**: The To-Go options that are going to be elsewhere on campus that you were talking about, the ready-made sandwiches, are those going to be a swipe or do you have to pay for them?
12. **Andrew Manchino**: I’m just spit balling, but I’m pretty sure it’s going to be, you have to pay for them.
13. **Ashley Deleon**: I really do appreciate what you’ve done with food committee.
14. Our next scheduled meeting is Tuesday, October 18 at 4:00pm in the Tekoa Room.
15. Health Committee: **No Report**
16. Parking Control Board: **No Report**
17. Student Athletic Advisory Board: **No Report**
18. Substance Advisory Committee: **No Report**
19. Community Relations/Fundraising Report**: Marissa Cremin**
20. The Rays of Hope Walk and Run toward the cure of breast cancer is coming up on Sunday, October 30. The walk is in Forest Park in Springfield. I will have more information next week about the walk and will be taking signups but I just wanted to put that on everyone’s radar. There will be transportation to and from the event.
21. If you’re interested in sitting on the Community Relations/Fundraising committee, please let me know because I am working of finalizing a meeting time.
22. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: ***Jacob Lotter***
23. Academic Policies Committee: **No Report**
24. Curriculum Committee: **No Report**
25. Enrollment Management Committee: **No Report**
26. Academic Technology and Information Services Committee: **No Report**
27. International Programs Committee: **No Report**
28. Writing Liaison**: No Report**
29. VICE PRESIDENT’S REPORT-PROGRAMMING: ***Madeline Dexter***
30. Programming update**: Madeline Dexter**
31. CAB is in the planning stage, this week, so here are the updates for October.
32. Wednesday, October 19 at 8:00pm we have our monthly Trivia. We will have free pizza in the Owl’s Nest.
33. Thursday, October 20 is Fall Fest. This is an event we are sprucing up from last year. We are pairing up with Matt Dellea of Student Activities to put on a festival to do with everything “fall”. This will be featuring things like apple cider donuts, pumpkin whoopee pies, pumpkin carving, tarot card reading, and so much more. Come out to eh Owl’s Nest from 2:00pm to 6:00pm for that. Directly following will be CABS annual Pumpkin Carving Contest. We have 20 pumpkins available for teams. It will be running until 8:00pm and the winning teams will get Owl Buck’s.
34. Saturday, October 22 is the Six Flags trip. The tickets are now sold out and if you bought one, thank you, but make sure to fill out your travel waiver.
35. Friday, October 28 at 10:00pm in the Scanlon Banquet hall is the Brown Bag Bingo. This will be a Halloween themed Bingo, so we want people to come dressed in costumes. There will be a costume competition portion of the evening.
36. CAB will not have a meeting this upcoming week due to a Cabbie Bonding trip. Therefore our next scheduled meeting is Wednesday, October 19 at 5:00pm in the Owl’s Nest.
37. VICE PRESIDENT’S REPORT-FINANCE: ***Marcus DiBacco***
38. Next week will be the SGA budget report. This is a report giving annually to the legislature by the Vice President of Finance. This report will include our total funding for the year, line item and annual operations expenses, as well as some background finance information. The presentation will consist for a power point presentation and of course time for questions.
39. Please come to next week’s meeting with any questions that you may have about the budget.
40. **Barbara Hand**: Will you get the budget before the meeting?
41. **Marcus DiBacco**: Yes, that will be going out with the minutes.
42. Finance Report: **No Report**
43. Foundation Report: **No Report**
44. SERETARY’S REPORT: ***Karina Sallaway/Rebecca Kennedy***
45. Executive Secretary Report: **No Report**
46. Legislative Secretary Report: **No Report**

1. PARLIAMENTARIAN REPORT:

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: **No Report**
7. Apartment Complex: **No Report**
8. Courtney Hall: **No Report**
9. Davis Hall: **Algenis Joaquin Ortiz**
10. I move to accept Dianelise Acevedo as a Davis Hall Representative to Senate for the 2016-2017 academic year.
11. Dickinson Hall**: Ryann Jerome**
12. I move to accept Joanne Kaprielian as a Representative to Senate for Dickinson Hall for the 2016-2017 academic year.
13. Lammers Hall: **Emmitt Witherspoon**
14. I accept the resignation of Michael Guertin as Lammers Hall Representative to Senate for the 20106-2017 academic year.
15. Lansdowne Hall**: No Report**
16. New Hall**: No Report**
17. Scanlon Hall: **No Report**
18. University Hall**: No Report**
19. UNFIISHED BUSINESS**:**

1. NEW BUSINESS:
2. ANNOUNCEMENTS:
3. **Andrew Morin:** Tickets for MTG’s Dinner Mystery Theater are still on sale at westfield.ma.edu/tickets and they are only $10.00**.**
4. **Andrew Manchino:** Rules and Regs after the meeting**.**
5. **Marcus DiBacco:** Happy Birthday Nicole Hannon**.**
6. **Brandon Trafford:** One of my classes is going out on October 22 for Habitat for Humanity and we need three more volunteers to make the trip successful. If any of you are interested in joining Habitat for Humanity or like coming out and working for a day. It’s going to be from 8:00am until 1:00pm and will count for 4 units. If you are interested in that, see me after the meeting**.**
7. **Andrew Manchino:** Can I see Lansdowne Hall Council and Courtney Hall Council after the meeting?
8. **Brendan McKee:** If you are interested in joining Substance Advisory Committee or Diversity and Inclusion Committee please see me after the meeting**.**
9. **Marissa Cremin:** Please see me if you are interested in Community Relations/Fundraising committee.
10. **Sharleen Varghese:** On Monday, October 17 at 5:00pm in University Hall I’ll be hosting a Bollywood dance workshop and it’s going to be a food drive for Common Good. If you are interested let me know or just show up and it counts as a unit because it’s an RA event.
11. **Jasmine Bobbitt:** 221 Days until Commencement**.**
12. ROLL CALL: Tara O’Hanlon, and Sandra Mercer, were absent. Sarah Kennedy and Shayna Arnott were excused.
13. ADJOURNMENT: Meeting adjourned at 6:10pm.