**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**October 29, 2019**

1. ROLL CALL: Audrey Therriault, Steven Lyttle, Jaylin Carrasquillo and Miranda Picot were absent. Scotty Howe and Lyric Lamagdelaine were excused.
2. APPROVAL OF MINUTES FROM October 22, 2019: Minutes were approved.
3. PRESIDENT'S REPORT: ***Kaytlyn Mekal***
4. Good Evening everyone. I hope you all are having a great start to your week. First tonight, we have Mike Mazeika to talk a little bit about FAFSA. Please welcome Mr. Mazeika.
5. **Mike Mazeika**: Good evening everyone. For those who don’t know me, I am Mike Mazeika the Director of Financial Aid at the university. I’ve been Director of Financial Aid for about five months now, so I’m pretty new to this position. I’ve been here for about ten years previously in admissions, so I’ve been at Westfield for a while. Prior to that I was also a student at Westfield State. I was SGA President, SGA Parliamentarian, and Rep to Senate.
6. You probably have all gotten an email from me or seen the boards, but the FAFSA for the 2020-2021 year is now open. We are encouraging everybody to get out there and start filling that FAFSA out. You want to make sure that this is done prior to our priority deadline of March 1, but there is no sense in waiting until March 1. Please make sure you get that done.
7. We are going to do a couple of outreach events for our office to help with the FAFSA. We have a couple of events coming up on November 18 and December 10 where we are going to do outreach. The following day on November 19 and December 11 we will be doing “Start your FAFSA” events in different computer labs on campus which will give you an opportunity to start if you haven’t already; or if you want a little help with the FAFSA, you can come in, see us, and we can start walking you through the process so you know what you need to get done. We’ll also have a couple more in the Spring, so you’ll have that opportunity if you need to go home and discuss.
8. We want to make sure we are putting out as much information as possible. To that effect, you’ll also be getting regular emails from Financial Aid about changes to policy, reminders to file your FAFSA. The more we get out there and the more we can push people to get their FAFSA done, the better it is for everybody; and it is less heartbreaking conversations that I get to have later on. If you can, spread the word and get as many people to know that the FAFSA is open. You want to make sure you fill it out by our March 1 deadline.
9. Next, we have Dr. Erica Broman Vice President of Institutional Advancement, to talk about university fundraising. Please welcome Dr. Broman.
10. **Dr. Erica Broman**: After you fill out the FAFSA form, I want you to fill out a scholarship application form because the Advancement office oversees the Westfield State Foundation. Last year, we awarded almost $300,000 in scholarship aid and internship opportunities, so it is pretty easy but you should fill out the FAFSA before the scholarship application. No one should feel like they aren’t smart enough or anything to fill one out; just fill one out.
11. We have probably well over 125 scholarships. They are for different majors, for people from different parts of the state of Massachusetts, all sorts of things. You don’t have to worry about that because it is all online, and the software decides what scholarships you are eligible for. I encourage you to do that after you fill out the FAFSA.
12. We are the branch of the campus that is small but mighty. We are trying to do fundraising primarily with alumni, so a few years from now you will probably be hearing from us. You need to stay in contact with us, so we can find you 10, 20, 30 years down the line you are going to be the alumni we are looking for, the next generation of students. We have plenty of alumni, going back to the class of 1939 to most recent who are contributing each and every year. Primarily, they are contributing toward scholarships, sometimes it’s our last mile fund which is designed for seniors who may be struggling to get it over the finish line. It’s a small amount of money, but it is the difference between graduating and not graduating. They are giving money toward certain programs. I think you all know we received over a million-dollar gift in honor of Catherine Dower, the Dower Performing and Fine Arts Center, that allowed us to purchase over a dozen Steinberg pianos. That really transformed our music program in particular, but I think it really transformed the campus.
13. These are all possible because we are out there talking about the university, and these people are alumni. They are remembering their time here, and remembering it fondly either because of their experiences on the football or another athletic team, or because of some transformational experience that happened in the classroom, or maybe it was late night pizza in a dorm. They look back on their experience, and we try and build on that. We are a relatively young advancement team, but we are out there engaging our alumni. We have drafted a number of folks around the table to help us in that effort: a number of students who have spoken at Sweet Success or taken part in that. That is where we bring in our scholarship donors and have them meet their scholarship recipients. That makes for a pretty wonderful environment.
14. I want to also encourage you, as there are opportunities that arise throughout the year and there are many fundraising efforts going on, to consider looking close to home. We can’t build a cultural philanthropy amongst our alumni if we’re not building it with our student body, and there are plenty of needs such as students without food security, students edging out of the foster system. There are any number of different ways that we can support those students around us. We will be pursuing that in our Give A Hoot Day. This year we have suddenly been able to grow that, and those are dollars that go right into our Westfield fund and can help address some of the issues that I just spoke about.
15. Remember there are many ways you can transform the lives of the next generation of Westfield State students, and I hope when that opportunity arises you will think of our office and how we can work together to build a stronger Westfield State.
16. **Cameron Kelleher**: I heard a rumor that some of the funding for scholarships was brought in from the revenue of parking tickets. If so, why is that?
17. **Dr. Erica Broman**: Not to the Foundation. The Foundation money is all money that has been raised out there in the community.
18. **Tony Casciano**: It goes to a scholarship fund, I don’t know where.
19. **Dr. Erica Broman**: The Foundation is a separate 501-C3, so you can’t get a tax deduction for a parking ticket. It is strictly donations. The money that comes from parking tickets goes to the Administration of Finance. I believe they use it to put towards scholarships.
20. **Matthew Michalik**: When do scholarship applications open?
21. **Dr. Erica Broman**: January 31, the entire month of February, and the entire month of March. The decisions are usually made later in the spring. People are notified sometimes as early as the beginning of June, sometimes as late as July.
22. Thank you both again for coming down. As I’m sure you all remember, Westfield State is hosting the Mayoral Debate tonight, at 6:30 in Dever Auditorium. The event starts promptly at 6:30, but since we probably won’t be out of here by that, we have decided to live stream the debate in here once we’re done with our meeting. Please stick around if you like, but if we get done before the event begins, we are all more than welcome to head over to Dever.
23. In other news, I have some updates on a pressing topic you are all very concerned about, housing selection. Very early this morning, I received an email from Josh Hettrick giving me some updates about the housing selection process for the 2020-2021 Academic Year. According to Josh’s email, the Housing Application will open this Friday, November 1, and will stay open until Friday, December 20. The application will reopen on January 21 and stay open until February 9.
24. If you complete your housing application during the “early deadline”, meaning before the end of this semester, you will be put in the earlier times for the housing selection process. Also, the selection times will be prioritized according to class year. The selection nights are scheduled to be February 19 to the 25, and you may withdraw penalty free until Friday, February 28, providing that you have not selected housing.
25. If you fill out a Housing Selection Application and then chose to withdraw, you must fill out a Housing Selection Withdrawal agreement before 11:59pm on February 28. In the email, Josh stressed that students are not committed to housing until they have selected a room or fail to fill out the withdrawal form by February 28. Josh will be sending out a survey later this week to get feedback on how students would like to see the selection nights go, so I have invited Josh down before the end of November to discuss the survey and take any question we might have. Once he confirms with me, I will let you all know the exact date.
26. A reminder for those of you that are registered to vote, a week from today is Election Day. Here in Westfield, we will be voting for Mayor, City Council At-Large, City Council, Municipal Light Board, School Committee, and Athenaeum Trustee. If you are registered to vote here in Westfield, you can go vote at the church along Western Ave, and if you are registered in your hometowns, you must go home to vote or receive an absentee ballot if they’re still available. I encourage every single one of you that is registered to vote to go out and make your voices heard.
27. We need to elect a new Junior representative to Rules & Regs. All juniors please raise your hands. Are there any nominations for Junior class rep to Rules & Regs?
28. **Matthew Michalik**: I move to table the vote until next week.
29. **Kaytlyn Mekal**: It has been moved and seconded to table the vote until next week.
    1. **Kelson Burke**: Why?
    2. **Matthew Michalik**: If nobody is upfront and willing to be on Rules & Regs this week, I don’t see why we need to sit around and stare at each other for the next four minutes awkwardly while we try and force somebody to be on Rules & Regs. That is why I move to postpone it until next week where people can think about it more, ask me if they have questions about it, and we can get in contact.
    3. **Daniel McElhiney**: I nominate Joey Joyal.
    4. **Kaytlyn Mekal**: There is a motion on the floor. We must vote on this motion first.
30. Motion to table the vote fails.
31. **Daniel McElhiney**: I nominate Joey Joyal.
32. **Kaytlyn Mekal**: Seeing no other nominations, congratulations Joey.
33. Joey Joyal was nominated and appointed to Rules and Regulations Committee.
34. I just wanted to let you all know that we will be having Sara Chisholm from Dining Services here next week to give us some updates from Dining and to answer any questions we might have. That’s all I have, and I hope you have a great rest of your week.
35. Items not listed on Agenda:
36. BOARD OF TRUSTEES' REPORT: ***Thalita Neves***
37. All University Committee: **No Report**
38. Student Advisory Council: **No report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE:**Gift Madu**

A. Student Affairs Committee: **No report**

B. Diversity/Inclusion Committee: **Michael Buckley**

1. We’re looking for members to join the Diversity and Inclusion committee. We received some good feedback from the post it notes on the White Board outside Dunks and I have a lot of great and fun ideas to better the Diversity and Inclusion Presence on campus.
2. If you’re still looking for a committee we’d love to have you. We’d preferably like at least one member from each class but all are welcome**.**
3. Our next scheduled meeting is Thursday at 6:00 pm in the SGA Conference Room E020.
4. Food Services Committee: **Kelson Burke**
5. As most of you may have noticed, the sushi station has been moved to the middle island of the DC instead of where it used to be. This is because the staff wanted more traffic going towards sushi and didn’t see as much traffic on specialty to warrant continuing a second station for it.
6. If you are a vegan or a vegetarian and feel like you don’t have many options in the DC, Lauren, our favorite nutritionist would love to see you! Not only did she want me to direct everybody who feels this way to her so she can help, she also sent me a sweet list of options on what you guys can eat! If you would like this list please come see me anytime. It is constantly being worked on and updated.
7. Continuing a heated subject, although the staff is very adamant on not bringing the mashed potato bowl back to the DC, they did state that they would think things over about it and I’ll try and get an update on what their thoughts are this Friday, November 1.
8. If you head on down to the DC this Thursday, October 31 there will be a grandiose of cool things such as a Halloween specific menu, Tarot Card readings, Pumpkin Painting, and even DJ Boogie.
9. At the last Food Committee meeting, we discussed a variety of questions and comments left on our sticky note whiteboard that was out by Dunkin Donuts. Although Sara is going to write a response to every sticky note, I have just a few things I wanted to address for you guys and to be recorded in the minutes:

* Cold brew will be back after the hot cocoa leaves sometime in the next semester.
* The DC has a food recovery program with a non-profit organization called Rachel’s Table that takes the leftover food from the DC so that it isn’t wasted.
* The meat at clean eats is halal certified but, the staff don’t have the certificates to verify it. They are trying to find a way to get the certificates in the future and are also trying to work with organizations such as JSO and other groups on campus to secure foods that are kosher or halal for those students that need it.
* The DC still does Who’s Wings which are available Sunday through Thursday.
* Ciabatta Bread has returned to Ely Harvest.

1. I don’t have an update on lost silverware or small wear for this semester but, I do have an update for last spring semester.

* Started with 300 soup bowls in Jan 19, had to replace 250 of them is fall $ 2.87 each
* Started with 350 knives in Jan19, had to replace 200 this fall
* Started with 400 forks in Jan 19, had to replace 292 this fall
* Started with 1500 tumblers in Jan 19, had to replace 1300 this fall $ 1.20 each
* Started with 200 soup spoons, in Jan19, had to replace 150 this fall
* Started with 150 small fruit bowls in Jan19, had to replace 100 this Fall $ 1.25 each
* Started with 175 smoothie cups in Jan 19, had to replace 100 this fall $ .98 each
* Started with 125 square white plates in Jan 19, had to replace 75 this fall $ 5.02 each
* Started with 150 blue coffee mugs in Jan 19, had to replace 50 this fall $2.20 each

1. Hopefully this can put some things into perspective on what the projected number for the loss of silverware and small wears is for this fall semester.
2. **Cameron Kelleher**: Instead of moving the sushi to a different place for more traffic, why don’t they put better things at the Specialty that way there is equal traffic?
3. **Kelson Burke**: I will bring that up. What would better things be?
4. **Cameron Kelleher**: I feel like there are weird things there that people look at and walk away from. For example, mashed potato bowls were perfect.

D. Parking Control Board: **No report**

E. Student Athletic Advisory Board: **No report**

F. Substance Advisory Committee: **No report**

G. 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 Curriculum Committee met last Friday, October 18 and we moved forward in approving adjustments to the Environmental Science B.S. where courses were both added and removed to better suit the field of study.
3. The Ecological Restoration minor was approved, which allows students in related majors to get a hands-on experience in the field of restoring ecosystems.
4. Then, within the Geography, Planning, and Sustainability department, we added both the Geography and the Sustainability minor.
5. Also, prerequisites were adjusted within the Math department regarding multiple 300 level courses and the prerequisites/co-requisites they have.
   1. Enrollment Management Committee: **No report**
   2. International Programs Committee: **No report**
   3. Academic Technology and Information Services Committee: **No report**
6. VICE PRESIDENT’S REPORT-FINANCE: ***Kelson Burke***
7. Finance Committee: **Kelson Burke**
8. Finance Committee received a Finance Proposal from the Psychology Club last week. Outlined on the projector are the funds that the club is requesting. They are asking for is for this money to go on a day trip to the NEPA Conference happening on the 9th of November in New Hampshire. They are asking for $550.00 in registration for 15 students and 2 chaperones and $125.46 for transportation. They are requesting a total of $675.46 for the event. Upon review of the requested amount, the Finance Committee has endorsed this proposal.
9. I move to allocate $675.46 to the Psychology Club for the NEPA Conference. Motion carries.
10. Finance Committee also received another Finance Proposal from the Athletic Training Club. The money they are asking for will be going towards an athletic training conference hosted by the Eastern Athletics Trainers Association. This conference will take place between January 10 and January 12 and is located in Connecticut. They are asking for $3,040.00 for registration for 32 students, $1,038.00 for hotel accommodations, $108.81 for transportation, and $666.00 for the costs and expenses of chaperones. They are requesting a total of $4,852.81 for the event. Upon review of the requested amount, the Finance Committee amended the proposal by lowering the total amount by the amount in the clubs fundraising account. This lowered the total amount by $399.76. This leaves the amount endorse by the Finance Committee to $4,453.05.
11. I move to allocate $4,453.05 to the Athletic Training Club for the Eastern Athletic Training Conference.
12. **Matthew Jacques**: I would just like to make a comment that this amount is very large and represents almost 20 percent of our operating budget.
13. **Aaron Lessing**: Is there anyway the club could ask their department for any money for this event?
14. **Taylor Rivers**: Since it falls under the Movement Science category, every major in the category has its own club. So, it is the responsibility of the club for their fundraising. That is why we have our SGA account. We haven’t asked because I don’t believe there is an account in Movement Science for this purpose. If Athletic Training receives anything from the athletics department, it goes straight to the Athletic Training room downstairs for athletes. The club doesn’t receive money from athletics or Movement Science.
15. **Ethan Goodfellow**: Has the club gone on this trip before?
16. **Kelson Burke**: Yes.
17. **Ethan Goodfellow**: With the same number of students or less students?
18. **Kelson Burke**: Less students. They had 16 last year.
19. **Barbara Hand**: To clarify, the point of the budget you guys oversee goes in many directions, but there is a predominant amount of money that should go to the clubs to support what they choose to do, whether it is a conference or buying materials for their club. Athletic Training club has gone to the Eastern Athletic Trainers Association Conference for 25 years. It is an annual conference, and the location of the conference changes. Last year it was in Valley Forge, Pennsylvania. It has been in Philadelphia, New York, Boston. When it is in an area that is close by, you generally see the number of student participant’s increase because it is convenient for work schedules and easier for students to go to. All the folks who fall under SGA put in valuable work. I also don’t think that their departmental funding is necessarily allocated toward this.
20. **Katherine Pinney**: What was the thinking behind doubling the amount of students from last year?
21. **Taylor Rivers**: Increased interest. Every year we have seen our freshman and sophomore classes gradually increase. Right now, we have ten seniors and almost double the amount of sophomores. As the club has increased in size as well as the popularity for this conference, we saw double the number of students because it is becoming more of something we are talking about in classes like how to network, and how to get resumes out there, and this conference is an all-around good way to do that. I think that every year as more students have been going, we have been telling underclassmen to go earlier rather than waiting until your senior year. We are seeing everybody start earlier and then go every year, rather than just juniors and seniors.
22. **Katherine Pinney**: How many other conferences are you planning on going to this year? Is this the only one?
23. **Taylor Rivers**: This will be the only one. The only other conference athletic trainers would go to is in the summer, and we don’t send a group. That would be more individual based, so we don’t request any money for that.
24. **Joseph Joyal**: How much money is usually left in our budget at the end of the year because it is pretty early in the year, and this is a big chunk of our budget? We want to make sure we have enough money for other clubs or groups.
25. **Barbara Hand**: It depends on the year. We start with around $450,000 and then it goes to line-item clubs, club sports, CAB, stipends to our senior class and first year class, to our scholarships. Then from the operating budget comes Owl Ball, the awards ceremony, license fees, service support for our radio station. There are lots of different things. At the end of the year, we are down around 5,000-6,000 dollars. Some years we are down to $32.44. You recoup little bits of money from clubs who haven’t spent it, so I know that it’s a first come, first serve basis.
26. **Kelson Burke**: It is a first come, first serve basis. If you look at our current operating budget right now, there is now more in there than when I gave the budget report last week. That is because money is constantly fluctuating in and out. Although we have a lot less than last year, the amount we have changes all the time.
27. **Aaron Lessing**: What’s the difference between the amount of money we had last year and this year in the operating budget?
28. **Kelson Burke**: The operating budget last year was about $8,000 more, but due to enrollment going down and less people paying the student activities fee because of enrollment, we have less money this year.
29. **Joseph Joyal**: Is it possible to motion to do a ballot vote? There are a lot of club members watching us.
30. **Ryan Meersman**: You oversee the clubs.
31. It was moved and seconded to do a ballot vote.
32. **Barbara Hand**: This is an open meeting. It is an open forum.
33. Motion fails.
34. I move to allocate $4,453.05 to the Athletic Training Club for the Eastern Athletic Training Conference. Motion carries.
35. Foundation Report: **No report**
36. Student Organization Council: **No report**
37. VICE PRESIDENT'S REPORT-PROGRAMMING: ***Cameron Kelleher***
38. Campus Activities Board: **Cameron Kelleher**
39. Just a quick update on CAB.
40. Last Thursday, October 24 we held our annual Fall Fest event outside of Ely where we served Moe’s Donuts, and a bunch of other stuff. The Moe’s Donuts people said they gave our 850 donuts at a serving size of one per person. Not everyone got a donut that went so that is a pretty good turn out as we could expect a few more people to that number. Thank you for those who came out and enjoyed it with us.
41. Tomorrow, October 30 from 6:00 pm to 10:00 pm in the Scanlon Banquet Hall, check out Cornhole for a Cure event, which is a cornhole tournament that is aimed at raising money to benefit the American Cancer Society for research on Breast Cancer. It is being co-hosted by Public Safety and CAB. It is $15.00 to enter a student team and $20.00 to enter a non-student team. There will be prizes and giveaways. If you have any questions on what those giveaways and prizes will be, I will direct you to Bernie St. George. You can purchase your tickets at Westfield.ma.edu/tickets and those will be on sale until 3:00 pm tomorrow, October 30.
42. Also, this week we will be holding our brown bag bingo this Friday, November 1 in the Scanlon Banquet Hall at 10:00 pm. come stop by and play for a chance to win some prizes.
43. Our next scheduled meeting is Wednesday, October 30 at 5:15 in the SGA Room E017.
44. LEGISLATIVE SECRETARTY: **Elizabeth Ferrara**
45. Neighborhood Advisory Board: **No report**
46. Community Relations/Fundraising Report: **No Report**
47. EXECUTIVE SECRETARY REPORT: **Melanie Voss**
48. PARLIAMENTARIAN REPORT: **Matthew Michalik**
49. Rules and Regulations Committee: **No report**
50. Constitutional Review Committee: **No report**
51. ADVISORY COMMITTEES:
52. Advisory Committee on Facilities Planning: **No report**
53. Advisory Committee on Academic Planning: **No report**
54. Advisory Committee on Budget Planning: **No report**
55. Advisory Committee on Affirmative Action: **No Report**
56. Advisory Committee on the Westfield State Experience: **No report**
57. Search Committee for Dean of Students**: No Report**
58. COMMUTER COUNCIL AND CLASS COUNCIL REPORTS:
59. Commuter Council: **No Report**
60. Senior Class: **No Report**
61. Junior Class: **No report**
62. Sophomore Class: **No Report**
63. First Year Class: **No Report**
64. UNFINISHED BUSINESS:
65. NEW BUSINESS: (Requires majority vote to be opened)
66. ANNOUNCEMENTS:
67. **Kelson Burke**: Can I see Finance Committee after the meeting?
68. **Matthew Michalik**: No rules and regulations meeting after the meeting.
69. **Samuel Tsongalis**: Juniors register this Friday. If you haven’t’ already, see your advisors. On the back white board, assignments are being posted this week. If your name isn’t up there, it will be by Friday. Make sure you keep an eye on that.
70. **David Youngerman**: There are 200 days until commencement.
71. ROLL CALL: Audrey Therriault, Steven Lyttle, Jaylin Carrasquillo and Miranda Picot were absent. Scotty Howe and Lyric Lamagdelaine were excused.
72. ADJOURNMENT: Meeting adjourned at 6:10 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.*