**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**September 12, 2017**

1. ROLL CALL: Sharleen Varghese, Kelsey Kiltonic were absent.
2. APPROVAL OF MINUTES FROM: September 05, 2017
3. PRESIDENT'S REPORT: **Brendan McKee**
4. We do have one speaker tonight, please welcome Andrew Mankus the Director of Dining Services.
5. **Andrew Mankus**: Thank you guys for having me. I appreciate it. I thought today would be a good chance to give a quick year in review. To highlight some accomplishments and things like that, what’s new, and what’s still kind of on the docket for this year. Some things that we wanted to highlight from last year was that we provided employment for 60 students. We will probably hire 60 maybe even more this year depending on some of the new things that we are doing. You guys might be aware, but the transition was made in part by a huge grant we got from the Kendal Institution for a sum of $250,000. It helped out with the new transition, new equipment, new marketing materials, you name it. We are actually in phase two of that, so it’s a two year commitment. We expanded access to over 25 local food producers in the Westfield area. We purchased about $350,000 worth of local produce and proteins. It’s about 12% so we have our goal of hitting 20% by 2020.
6. With our two surveys we found that humanely raised and local were our top two priorities to students on campus. If that continues on we’re still going to focus on doing things like this. If it’s not important, we move on to what is important. We will continue to see those surveys brought out to students every semester. It is picked at random and we try to reach out to certain groups as well to get a better idea of what everyone likes on campus. Our Grab & Go program serviced about 800 customers a day in TJ Bistro so we are going to continue to build on that. We held over 30 special events in the Dining Services, local highlight series, which actually our first one is tonight.
7. A little bit about what’s new for 2017, we had a lot of new kitchen equipment installed. That’s basically there to help us become more efficient. We are doing smoothies at our breakfast station. We’ve also added the International Station, it’s a quicker version of waiting in line for stir-fry. In addition to that is our new Clean Eats Station. It is an allergen free station so it hits those demands and hits those for athletes as well. It’s kind of a hidden gem. We have acai bowls at Ely Harvest now. We have increased our Grab and Go options in the Bistro to about 24 different types of sandwiches and wraps. We are also working on getting three registers up in there as well. Hoo’s Wings is now available to pick up and on October 1st we’re going to start delivering on Fridays and Saturdays. In the Marketplace we have ice coffee and that money that we spend on coffee goes right back to students in scholarships. We are also working on putting a cold brew keg tapping in there in the next few weeks. All milk on campus is now local, all of our bread is locally and freshly made, and the produce in the Grab and Go items are local. New to the 5 meal plan this semester is that you get access to the DC on Fridays without utilizing a swipe.
8. A priority for us is to start having focus groups this semester and talking to students and get data on what kind of meal plans fit so we have information for FY19. We are looking into doing some potential things, like maybe unlimited meal plans, commuter meal plans more affordable, and unrestricted access to certain things. What’s still to come here is that we are increasing our selection in the Mediterranean section. We are also going to start doing guacamole carts, which we will be doing during Celebrate Westfield. Some bigger future goals we are starting to think about are University Experience and how we can engage students through education. Just more involvement for students through Dining Services. Next semester we are going to start doing cooking 101 classes. We are in the process of working out a 5k event. We also want to develop an app, but we want this app to be created by a student on campus. If anybody is interested or knows anybody.
9. **Maddie Creamer:** How is Dining Services doing with the number of students entering and what’s the food waste situation like compared to previous years specifically, before we switched over?
10. **Andrew Mankus:** I know we are on track to reach our goals and to reach our meal plan goals, but enrollment seems to be where it needed to be and not what was originally projected, which is good for campus as a whole. But these are things we are looking at five years in advance now as well to help create a strategic plan. We don’t have much quantitative data as to food waste, but that will change. We are having a food waste tracking system in place by the second week of October. That tracks all pre-consumer waste that we will be able to track daily/hourly.
11. **Mika Lapre**: I just had a question about the whole comment feedback system. Are you planning on replacing the system you were talking about last year with the focus groups?
12. **Andrew Mankus**: We did not do the text and tell program yet, it is something that we will do probably within a year. So basically what that does is replace the handwritten comment cards, but it will also allow us to give feedback with certain hashtags and categorize.
13. **Maddie Creamer:** Have you received any positive feedback from the locally grown and humanely raised food that we’re using and complaints about certain foods being gone in certain locations?
14. **Andrew Mankus**: The first month of September is when you hear the most stuff, but a lot of positive from clean eats allergen free. We got a lot of positive feedback more so then last year because of the big transition. We don’t always receive the positive feedback and we’ve heard some things regarding missing items, but only to a certain extent. We haven’t really heard much about food in the Dining Commons because we haven’t really taken anything away.
15. **Maddy Scott**: I’ve been hearing a lot from people recently that workers in the DC have been cracking down on taking food out of the DC and I was just wondering what an alternative to that would be? Specifically for student athletes.
16. **Andrew Mankus**: We’re not going to shake you down if we see you, but if we see you stuffing your backpack with apples we’re going to say something. Mostly because we want to make sure everybody has some. Specifically with athletics we are more than happy to work with coaches in making sure that you guys have snacks and things like that readily available at practices, and on the bus when you’re going somewhere.
17. **Ashiah Richeme**: Will there be more ice cream flavors besides chocolate and vanilla?
18. **Andrew Mankus**: Yes, we also are mixing in frozen yogurt and gelato as well.
19. **Abdullah Shafique**: How do you guys determine pricing for your meal plans?
20. **Andrew Mankus**: We haven’t changed the meal plan structure, but last semester we came down and discussed the fee increase. We have targets to what our meal plans should be and we will be doing a major revamp sooner rather than later.
21. **Marcus DiBacco**: Once that grant goes away is the amount of money that we pay for meal plans going to increase?
22. **Andrew Mankus**: No, when that grant goes away that means that I just continue to ask for more money from that grant.
23. **Brendan McKee**: Are there any updates as to what’s happening with Wilson?
24. **Andrew Mankus**: Yes, so the realistic timeline is we will see some work being done starting in May next year, but it’s going to be a summer project. It’s going to take too long than we originally anticipated.
25. **Karina Sallaway**: My roommate was telling me earlier that two of her teammates had allergic reactions to food because it was not clearly labeled that it had nuts in it so, I just wanted to emphasize how important it is that we make that a priority.
26. **Andrew Mankus**: Ok, yeah. People need to address that immediately with us. Things should be labeled especially those that have nuts. It’s very important that we catch these things immediately. If you could please actually have them contact me that would be great.
27. Thank you Andrew. Our speakers for next week will be Shelley Tinkham, Jessi Tansey and Ryan Meersman all from CGCE talking about Academic Program Development and the Duel-Enrollment Program with Westfield High School.
28. I move to appoint Andrew Logan as the Veterans Representative for the 2017-2018 Academic Year. Motion carries.
29. A few updates for today, first off I’m sure you all got an email form President Torrecilha this week. After many conversation with students and other members of the campus community, he has decided to keep commencement at the MassMutual Center for the foreseeable future. The main arguments were regarding accessibility and parking, so with commencement staying at its current location, we’re hoping to continue seeing minimal issues with people parking at MassMutual and getting around the premises.
30. The email for Rep at Large interviews went out last week, ant there is still time to sign up for an interview, wo if you know someone who is looking for a way to get involved on campus, have them email me as soon as possible to set up an interview time.
31. There will be a memorial service for former Biology Department Chair Buzz Hoagland this Thursday, September 14 from 4:00pm until 6:00pm in Scanlon Banquet Hall. Buzz Dedicated over 20 years to this campus, with great humor and leadership skills making him a well-esteemed member of the Westfield community; therefore, if your schedule permits, please stop by on Thursday to attend and pay respects.
32. Items not listed on Agenda:

1. BOARD OF TRUSTEES' REPORT: **Cameron Swan**
   1. All University Committee: **No Report**
   2. Neighborhood Advisory Board: **No Report**
   3. NEASC Steering Committee: **No Report**
   4. **Strategic Planning Committee: Marcus DiBacco**
2. I am reporting on behalf of the Strategic Planning Steering Committee. This committee is convened once every five years in an effort to establish long-term goals for the university.
3. The process roughly lasts an entire year and features members from every part of the campus community, including Arielyss Santiago and myself. One Thursday, September 7 and Friday, September 8 we began the long process with a series of meetings. In the first meeting we attempted to start getting the process organized and met one of two consultants who will help facilitate the process. On Friday we met with Commissioner Santiago from the Board of Higher Education for the Commonwealth. The kick-off party after featured over two hundred faculty, staff, and administration, and extremely impressive turnout.
4. Much of the conversation last week revolved around getting the 2018-2023 strategic plan started, how finance will intertwine with the plan, and Commissioner Santiago’s goal for the Commonwealth. The goal being to coordinate between all the state universities in order to create an overarching series of Strategic Plans and ways to advance the state school system.

1. VICE PRESIDENT'S REPORT-STUDENT LIFE: **Arielyss Santiago**
   1. Student Affairs Committee**: No Report**
   2. Diversity/Inclusion Committee: **Mika Lapre**
2. My name is Mika and I am going to be the Diversity and Inclusion Representative for the academic year. What that means is that I will be the connection between SGA and all that we do as senates and the Diversity & Inclusion council which is made up of students representing all of the diverse programs, clubs and organizations on campus.
3. Diversity and Inclusion came together with LAFE to put on LatinX Heritage Month with Rompieno las Barreras which starts this week. The first event is tomorrow, Wednesday, September 13 in the Owl’s Nest, there will be a filming of Selena for #WCW Movie Night at 7:00pm. I have a flyer that I will pass around so that you can take down all the other events as well. We hope that you can make it to some of these events, please pass them along to your friends as well and encourage them to attend. The diversity and Inclusion Council is still getting their e-board together and I will report the meeting times for that within the next few weeks, but if anyone is interested in joining please let me know after the meeting.
   1. Food Services Committee**: Shayna Arnott**
4. For those of you who don’t know me, my name is Shayna Arnott and I am one of the Representatives at Large, but I am also the chair of the Food Services Committee this year. I wanted to let all of you know that Food Services Committee will be meeting on Tuesdays, beginning next week, September 19, at 4:00pm in the Tekoa room. We discuss anything and everything related to dining on our campus and you should join this committee so that the questions, comments, complaints, etc. of the people that you represent can be discussed with the staff members that are in charge of the Dining Services on campus. Joining this committee is a great way to have a positive influence on a subject that affects your everyday life here. This meeting is always open to all students, so bring your friends to join in on the fun.
5. Our next scheduled meeting is on Tuesday, September 19 at 4:00pm in the Tekoa Room.
   1. Parking Control Board: **No Report**
   2. Student Athletic Advisory Board: **No Report**
   3. Substance Advisory Committee: **No Report**
   4. Community Relations/Fundraising Report: **No Report**
   5. Veteran’s Affairs Report: **No Report**
   6. Advisory Committee on University Infrastructure: **No Report**

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: **Jacob Lotter**
   1. I want to remind everyone that Add/Drop ends tonight at 11:00pm. If you need to make any schedule adjustments make sure you take care of that. I also have an order of business that I need help with. Cheryl Stanley, the Dean of Education, is looking for Student Leaders to volunteer as tour guides for Reach to Teach open house on Wednesday, September 27. She would need people to make a commitment for 9:00am until 1:00pm or you may volunteer for a two hour shift that would take place from 9:00am until 11:00am or 11:00am until 1:00pm. Derek Estrella is being kind enough to count volunteering with the tours as two office hours for the month. Please see me after the meeting if you are interested in helping out.
2. **Marissa Cremin**: Where is the open house?
3. **Jacob Lotter**: It’s going to start at 9:00am in Dever. I think it’s going to split into two groups. Some of them will go on a campus tour and some of them will go to classrooms on campus where professors will do different activities with them.
   1. Academic Policies Committee: **No Report**
   2. Curriculum Committee: **No Report**
   3. Enrollment Management Committee: **No Report**
   4. International Programs Committee: **No Report**
   5. Academic Technology and Information Services Committee: **No Report**
   6. Writing Liaison Committee: **No Report**
   7. Advisory Committee on Academic Planning: **No Report**
   8. Advisory Committee on the CURACW: **No Report**
   9. Guest Lecture Committee: **No Report**
4. VICE PRESIDENT'S REPORT-PROGRAMMING: **Madeline Dexter**
5. I am passing around a sign-up sheet for Celebrate Westfield weekend from September 21 – 24. If you sign-up for two hours it will count for two weeks of SGA office hours.
6. Programming update: **Madeline Dexter**
7. Thursday, September 14 at 8:00pm there will be a Mario Kart Tournament in the Dining Commons. I will be sitting there all night so if you want to play or just want some lovely company, please come see me.
8. On Saturday, September 16 from 4:00pm until 7:00pm, Ben Hague, a wicked funny comedian will be on the green playing lawn games with students. Then, he will be performing his side-splitting comedy routine at 8:00pm in the Owl’s Nest.
9. CAB’s annual Big E trip is underway. Tickets can be purchased on Westfield.ma.edu/tickets for the trip on Sunday, September 17 from 12:00pm until 7:00pm.
10. Mika has already reported on the LatinX events happening this month through the Diversity and Inclusion Department. I encourage everyone to attend a few this month and support some other student leaders on campus.
11. Next Tuesday, September 19, after SGA, at 8:00pm Student Activites will be hosting their first Open Mic Night of the semester. Any sort of self-expression, within limits, is welcome and encouraged to participate. It will be hosted in the Owl’s Nest.
12. Please keep an eye out for when Athletics are playing home games and possibly bring a little school spirit.
13. CAB’s First meeting of the semester is on September 20 at 5:00pm in the SGA room E017. We have changed up a lot this year including most of our marketing, our logo and our approach to event planning. The general board is going to have a lot more to do with planning and creating new and exciting events for the campus community. I hope some of you will join us on this new adventure.
14. VICE PRESIDENT’S REPORT-FINANCE: **Marcus DiBacco**
15. Finance Report: **No Report**
16. Foundation Report: **No Report**
17. SECRETARY'S REPORT: **Karina Sallaway/Derek Estrella**
18. Executive Secretary Report: **No Report**
19. Legislative Secretary Report: **No Report**
20. PARLIAMENTARIAN REPORT:
21. Rules and Regulations Committee:

1. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
2. Commuter Council: **No Report**
3. Senior Class: **Maddie Creamer**
4. I hope you are having a great start to your semester.
5. I accept the resignation of Sharleen Varghese as the 2018 Representative to SGA for the 2017-2018 Academic Year.
6. The Senior Class Council held interviews this afternoon and have filled most of our positions. We will be interviewing a few more candidates, then hopefully, we will have a full class council. Besides filling the vacancies, we are excited to start planning events for the senior class this year. If you have any suggestions for the Senior Class this year. If you have any suggestions for events that you’d like to see, please reach-out to myself or any senior class member.
7. Junior Class: **No Report**
8. Sophomore Class: **No Report**
9. First Year Class: **No Report**
10. Apartment Complex: **No Report**
11. Courtney Hall: **No Report**
12. Davis Hall: **No Report**
13. Dickinson Hall: **No Report**
14. Lammers Hall: **No Report**
15. Lansdowne Place: **No Report**
16. New Hall: **No Report**
17. Scanlon Hall: **No Report**
18. University Hall: **No Report**

1. UNFINISHED BUSINESS:
2. NEW BUSINESS:
3. ANNOUNCEMENTS:
4. **Andrew Logan**: If anybody has any veteran friends, I have flyers back here, but the Big E is free on Friday. So contact me personally if you have any questions.
5. **Jacob Lotter**: See me if you’ll be able to help with any of the Reach to Teach tours.
6. **Brendan McKee**: Just a reminder that the Club Fair is on Thursday, September 14 from 4:00pm – 6:00pm in Ely so check it out.
7. **Shayna Arnott**: If you don’t want to join Food Committee and have any concerns you can voice them to me in person or via email me.
8. **Karina Sallaway**: Class of 2021 Elections are next Tuesday, September 19 and Wednesday, September 20 please spread the word for freshman to vote.
9. **Madeline Dexter**: If you didn’t get the sign-up sheet and you do want to sign up for Celebrate Westfield weekend you can see me after the meeting.
10. **Marissa Cremin**: 249 Days until Commencement.
11. ROLL CALL: Kelsey Kiltonic was absent.
12. ADJOURNMENT: Meeting adjourned at 6:15pm

*To ensure the courtesy of others,*

*Please turn off your cell phone before the meeting*