**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**September 19, 2017**

1. ROLL CALL: Kelsey Kiltonic was absent.
2. APPROVAL OF MINUTES FROM: September 12, 2017
3. PRESIDENT'S REPORT: **Brendan McKee**
4. Good evening everyone, hope you’re all enjoying a lovely cloudy day today.
5. We have two speakers tonight from the College of Graduate and Continuing Education. Here to speak about Academic Program Development, the Westfield Promise program and the Duel Enrollment Program with Westfield High School, please welcome Shelley Tinkham and Ryan Meersman.
6. **Shelley Tinkham**: I’m Shelly Tinkham, I’m the Dean of College of Graduate and Continuing Education and I’m joined with Ryan Meersman he is our coordinator for the College. I’m just going to give you a bit of an overview of what we do. CGCE was called the division, but now it’s called a college. We are the first College under the new university college structure. At CGCE we have oversight of several graduate programs and enroll nontraditional graduate students in classes here on campus during the day and online. We also offer classes in the summer and winter. Anything that falls out of the traditional style of undergraduate education, that’s what we do. For instance, The Westfield Promise is an early college initiative offered at Westfield public schools, Springfield public schools, and Holyoke public schools. These students who need more support in going to college come to us as juniors and enroll in classes at their high schools during their junior year and the class is stretched out for them for the entire year. These students, if they are successful, will continue next year and take up to six credits. We make sure they are successful in the classroom and will succeed in college.
7. New programs we have are Physician Assistant program, it starts this January, we are also developing an Occupational Therapy program, but it still needs to go through some additional steps to be ready for next January. We expanded social work with the YWCA in Worcester and have a partnership with them. We can now help that area out a little bit as well. CGCE kind of does a little bit of everything. We do a teacher incentive discount in which education majors who want licensure we give a 6% discount. Just last week we were awarded a 1.7 million dollar grant for the next four years, so in addition to programs we also offer support for students. Keep us in mind as you consider graduate ideas.
8. **Ryan Meersman:** We have some open houses coming up, really information sessions for what we offer here on campus. First one is tomorrow night, September 20 in Horace Mann for Master of Arts in Counseling. October 3 is graduate open house in Accounting. And more to come, you can find all of those on the website and we will send out emails.
9. **Jacob Lotter**: For the Westfield State Promise what’s the price tag for students that are coming in and interested in doing that?
10. **Ryan Meersman**: At the beginning of the year we were awarded a grant to get the program going and that was just over$148,000. Most of that went toward developing the courses over the summer as well as purchasing the books for them. The students don’t have to pay for any books and we hope those will stay in good condition for a couple of years. Currently students who are not low income pay $300 a course and students who are low income pay $100 a course. We also offer additional assistance where we may reduce costs.
11. **Shelley Tinkham**: All students in the program get their first course free. So any course after that first course is $100 or more.
12. **Maddy Scott**: What high schools did you say participate in this again?
13. **Ryan Meersman**: Currently both high schools in Westfield are participating. In Springfield it’s the High School of Commerce and Putnam Vocational Academy and then Holyoke High School.
14. **Shelley Tinkham**: And that’s a lot of high schools. We got 25 per high school and Ryan is looking after 100 students and next year we will have 100 more.
15. **Jacob Lotter**: I was wondering if you could share some useful skills that being on SGA helped you for the work force.
16. **Ryan Meersman**: My experience in SGA has influenced my life since college every day. Being in this body, learning how to interact with each other, learning how to interact with administrators, learning how to interact with Westfield State. Just having that professional atmosphere that you get here no matter what your position is on SGA, I think it benefits you greatly. You’re given an opportunity to make decisions, influence decisions, whether it’s negotiating skills or communication skills. Being on this body helped me on how I carry myself professionally now
17. **Mika Lapre**: I recently heard students discussing going into the Occupational Therapy program could you tell us a little more about that?
18. **Shelley Tinkham**: Last year the university approved offering a Master of Science in Occupational Therapy. That has been approved by the local governance committees. Step two is now we are taking it to the state to get approval so we will send it to the Board of Higher Education, which we did in August.
19. Thank you Shelley Tinkham and Ryan Meersman. Next week with it being our first full SGA meeting, we will have Sue LaMontagne: Dean of Students and Carlton Pickron: Vice President of Student Affairs to speak to new senators.
20. I have a volunteer list for Celebrate Westfield, which is taking place this Saturday, September 23 from noon until 4:00pm, shifts will be from 10:00am until 5:00pm. With an event of this magnitude, it is vital that we have people volunteering to ensure everything goes well. The shifts are segmented into two hour shifts, so even if you can only do one shift, that would help exponentially. This will count as an office hour for the week if you volunteer, but more importantly we really do need your help to make this event a success.
21. Interviews for Reps at Large have concluded.
22. I move to appoint Jake O’Kane as Representative At Large for the 2017-2018 Academic Year. Motion carries.
23. I move to appoint Connor Kennedy as Representative at Large for the 2017-2018 Academic Year. Motion carries
24. I move to appoint Annamarie Jackson as Representative to Senate for the 2017-2018 Academic Year. Motion carries.
25. There will be a Celebration of Life event for Randi Lemenager this Sunday, September 24 at 11:00am in Scanlon Banquet Hall. Randi provided Westfield State with exceptional work and student leadership during her four years at the University, which will be highlighted by students and faculty sharing memories at this celebration. Those who attend are encouraged to wear tie-dye and/or bright colors, as Randi was very fond of both.
26. Items not listed on Agenda:

1. BOARD OF TRUSTEES' REPORT: **Cameron Swan**
   1. The Board of Trustees had a special meeting yesterday, September 18. At this meeting the two newest members, being myself and Lydia Martinez-Alvarez, were sworn in as trustees. The first full board meeting will be on October 12, with subcommittee meetings to be taking place right before that.
   2. All University Committee: **Brendan McKee**
2. AUC met again on Friday, September 15, going over a few items of business. The main points regarded around alternate representation on the committee, where some believed that alternates should be listed for the committee in the case that the elected member is unable to attend the meeting. This would allow for said elected member’s constituents to have knowledge of who would be representing their department or union in case of an absence. I will provide more details when I hear about them.
3. The next AUC meeting will take place on September 29 at 1:40pm in the Parenzo Board room.
   1. Neighborhood Advisory Board: **No Report**
   2. NEASC Steering Committee: **No Report**
   3. Strategic Planning Committee**: No Report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE: **Arielyss Santiago**
   1. Student Affairs Committee**: No Report**
   2. Diversity/Inclusion Committee: **No Report**
   3. Food Services Committee**: Shayna Arnott**
2. The Food Service Committee was today and we discussed a lot at this meeting so I want to summarize the information I got as well as update you on upcoming dining services events.
3. I know most of you have heard myself and Food Committee chairs before me say it but seriously please refrain from taking cups, utensils and plates out of the Dining Commons. Do you wonder why you have to use a small plastic cup sometimes instead of the cup you’re used to? Well that’s because people continue to steal cups from the D.C. even though hundreds of these cups are ordered each year to replenish the ones that are stolen. An order was placed for 500 cups, which should be here soon but in the meantime, if you know anyone who has these items in their homes, encourage them to return them.
4. Some people have wondered why there are no lids or straws with the iced coffee cups at the D.C. so I asked if it was possible for them to be provided but unfortunately these coffees are for your consumption inside the D.C. and if you would like some iced coffee when you are out of the D.C. you are more than welcome to purchase some at the Marketplace or Dunkin Donuts.
5. For those of you that have been missing your favorite Panini’s from Ely Harvest, the wait is almost over. The Panini press should be up and running by the end of the week.
6. Hoo’s Wings should be delivering in two weeks’ time now that they have the proper staffing. As student will be able to call a number that I will give out as soon as I have it and give the staff member you’re UWID number and give your order.
7. Just a reminder that T.J.’s Bistro is closed from 4:00pm until 6:00pm Monday through Friday for a change over from grab and go to late night food.
8. I just wanted to let everyone know that like Andrew Mankus said last week, anyone who has a five meal plan can go to the D.C. for free on Friday nights.
9. Just a few events that want to remind you about.
10. This Thursday, September 21 is Pancakes with the President with a DJ from 9:00pm until 11:00pm in the D.C.
11. Friday, September 22 is going to be Fajita night from 4:30pm until 8:00pm in the D.C.
12. There will be brunch this Saturday and Sunday, September 22 and September 23 from 10:00am until 4:30pm so come and enjoy this meal with your family, friends or maybe see some Alumni
13. Saturday night, September 23 from 4:30pm until 8:00pm is a special Farm to Fork dinner at the D.C.
14. Our next scheduled meeting is on Tuesday, September 26 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: **Katherine Lindberg**
15. I just wanted to let you all know that the First Blood Drive of the year will be on Wednesday, October 4 in the Parenzo Gym from 1:00pm until 7:00pm. I have sign-ups to pass around for days prior to the drive to sit at the table in the D.C. for sign-ups. These days are Thursday, September 18, Friday, September 29 and Monday, October 2. As well as a sign-up sheet for the day of the drive**.** 
    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. I just have some general updates from some meetings I went to this week that I thought I would share with everyone
2. I met with Tom Raffensperger who is the Dean of Academic Technology and is also the Library Director. Tom shared with me that the Library welcomed a new Librarian this summer. Her name is Amber Monroe and she is the User-Experience Librarian. Her job will focus on making the library as user-friendly as possible. If you ever want to speak with her or say hello her office is behind the circulation desk. Tom also shared with me that the 24-hour computer lab in New Hall is up and running! The computer lab took up one of the old classroom spaces on the first-floor of New Hall with the external entrance. In order to use the computer lab you can tech in with your ID.
3. I also met with Jessica Tansey from CGCE. Jessi and I talked about the Physician Assistant Program which will be welcoming its first class next semester. Jessi was excited to say that the program received 400 applicants, which were weeded to about 100 for interviews. From those 100 students being interviewed about 24 will receive spots in the Inaugural PA Program class. Jessi’s job is program development for the University and she was also excited to share with me that the school has invested in a new computer program that allows her to see data about what programs are successful at other schools around the country. Based on that data Jessi will be able to pinpoint some of those programs and can develop proposals to have them begin here. Those are all of my updates, have a great remainder to your week.
   1. Academic Policies Committee: **No Report**
   2. Curriculum Committee: **Jacob Lotter**
4. The curriculum Committee held its second meeting of the year this past Friday, September 15. At the first meeting Dr. Brian Jennings form the Mathematics Department was elected chair and Dr. Timothy Ledoux from the Geography and Regional Planning was elected secretary.
5. This past meeting we agreed to continue meeting during the Common Meeting Time this semester, and that there should be changes in the works about how the committee considers abstentions.
6. We looked at eight Course Action Requests from the Movement Science department and their teaching licensure programs. We passed one of them and tabled the other seven until we received more information about the proposed changes from Movement Science.
7. We also approved the change of prerequisites for GNSC0360 which is also an education course. The change in prerequisite was done in order to make ourselves in line with new standards from the Department of Education.
8. Our next scheduled meeting is on September 29 at 1:40-m 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: **No Report**
   6. Advisory Committee on the CURACW: **No Report**
   7. Guest Lecture Committee: **No Report**
9. VICE PRESIDENT'S REPORT-PROGRAMMING: **Madeline Dexter**
10. Programming update: **Madeline Dexter**
11. Tonight, September 19 at 8:00pm there will be an open mic night hosted by Student Activities in the Owl’s Nest. Please encourage your friends to come perform some sort of self-expression
12. WHIP Comedy Improv will be hosting their auditions tonight, September 19 and Thursday, September 21 at 9:00pm in the SGA Club room E021.
13. Tomorrow night, September 20 is CAB’s first trivia of the semester at 8:00pm in the Owl’s Nest. We have free pizza and the questions will be Disney themed.
14. Thursday, September 21 marks the beginning of Celebrate Westfield weekend! The pep-rally will be on the green at 7:00pm followed by the headphone disco dance party at 8:00pm! On Friday night, September 22 there will be a Screen on the Green featuring Beauty and the Beast. Saturday, September 23 there is a full day of fun on the green. Brendan McKee passed around the volunteer sheet earlier but if you have any questions about volunteering please see me after the meeting. If you did sign up, you may report to Barbara Hand or Carolyn Wallace for the morning shift as I will be at clinical caring for sick babies. Saturday night, September 23 there will be a Magician in Dever Stage at 8:00pm and Black Light Bingo following at 9:30pm in the Scanlon Banquet Hall. It is going to be lit.
15. CAB’s first official meeting is tomorrow, September 20 at 5:00pm right here in SGA. We will have a Nacho bar and fun activity to do for our cabbies.
16. VICE PRESIDENT’S REPORT-FINANCE: **Marcus DiBacco**
17. I just have few items to discuss.
18. I wanted to inform you all on how excellent the Club Fair was this year. We had a full participation from around 70 clubs and organizations around campus, meaning that there were members present and engaging the community. In addition we had interest forms for several clubs who could not have members at the fair in person. I wish I could give you an accurate number of how many students attended but as people were in and out for the entire two hours it is next to impossible to figure out. As some of you may know, every year Dean Sue LaMontagne judges the club tables to choose the best decorated. I would like to congratulate the Equestrian Club on winning the contest and earning a free party size pizza.
19. An extra $448/79 has been recovered from University accounts. This money has most likely come from excess funding from past Mr. Westfield shows and Buzz Offs. Therefore, it has been decided that this money will be split at $224.39 and donated to the Junior and Senior class councils with the purpose of helping the fund both Mr. Westfield and the Buzz Off for Cancer. Any money not used in the creation and support of these events will then be donated at the end of the year to the charities to which the events contribute.
20. There will be a University Budget and Finances meeting this Thursday, September 21 from 1:30pm until 3:00pm in the SGA Club room E021 and next week I will start asking for people to join the SGA Finance Committee.
21. The Student Organization Council meeting will be Wednesday, October 4 from 4:00pm until 6:00pm in the SGA room E017. An email will be going out about that soon.
22. Finance Report: **No Report**
23. Foundation Report: **No Report**
24. SECRETARY'S REPORT: **Karina Sallaway/Derek Estrella**
25. Executive Secretary Report: **Karina Sallaway**
26. Hello everyone! As you all may know, Class of 2021 Council elections are happening right now, today and tomorrow on mywestfield. I just wanted to let you all know what the ballot looks like. We have four students running for president, four students running for vice president, a community relations and fundraising rep, publicity coordinator, and two SGA reps. Please encourage all the first years you know to vote and if you could hang up an election flyer on your door I would really appreciate it. Thank you
27. Legislative Secretary Report: **Derek Estrella**
28. I would like to clarify the dynamics of Senator Office Hours. The time frame to complete your office hour is from Monday to Friday. Holding your office hour Monday and Tuesday will count towards the same week. Also if not approved by me, your Legislative Secretary, holding two office hours in one week will not count as one. Missed office hours may only be made up by my approval. When coming to hold your office hour you must sign in. If you do not sign in during your office hour, on the sign-in sheet by the mailboxes you will not get credit. I will not accept another senator or Executive member vouching for you.
29. There will be several opportunities during the semester to either get ahead on senator office hours or make up some. Two approved events are the Reach to Teach Tours with Jacob Lotter on September 27 and Celebrate Westfield with Maddie Dexter. Each of these events count as two office hours that will count towards the weeks beginning with September 18 and September 25.
30. As a summary of Senator Hours, only about a fourth of senate signed in. There has been a lot of confusion regarding senator office hours, so hopefully today I clarified most of them. Du to this confusion last week, all absences from not completing your office hour will be forgiven. Starting this week any office hours missed will count as a half absence. If anyone has any questions please do not hesitate to ask after the meeting.
31. My office hours have changed to Thursday and Friday from 3:00pm until 5:00pm.
32. PARLIAMENTARIAN REPORT:
33. Rules and Regulations Committee:

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: **No Report**
10. Dickinson Hall: **No Report**
11. Lammers Hall: **No Report**
12. Lansdowne Place: **No Report**
13. New Hall: **No Report**
14. Scanlon Hall: **No Report**
15. University Hall: **No Report**

1. UNFINISHED BUSINESS:
2. NEW BUSINESS:
3. ANNOUNCEMENTS:
4. John Coulombe: If you need another committee CAB is tomorrow.
5. **Marissa Cremin**: 242 Days until Commencement.
6. ROLL CALL: Kelsey Kiltonic was absent.
7. ADJOURNMENT: Meeting adjourned at 6:08pm

*To ensure the courtesy of others,*

*Please turn off your cell phone before the meeting*