**STUDENT GOVERNMENT ASSOCIATION MINUTES**

**September 25, 2018**

 I. ROLL CALL: Simone LaPlant, and Chris DiCarlo, were absent. Saraiz O’Farrill was excused.

 II. APPROVAL OF MINUTES FROM September 18, 2018: Minutes were approved.

 III. PUBLIC REMARKS: No Remarks

1. PRESIDENT'S REPORT: **Marcus DiBacco**
	1. Good Evening and welcome to the first full meeting of the Student Government Association for the 2018-2019 Academic year; my congratulations to you all on winning your elections and my thanks for representing your fellow students. As you all know SGA meets every Tuesday at 5:30 pm in this room. At these meetings we hear from all facets of the University Community. We make decisions on behalf of our fellow students as we represent both them and their interests. A responsibility to be taken seriously, but do not forget to also enjoy your time here.
	2. Joining us today to say a few words and answer some questions we have Westfield State University President, Ramon S. Torrecilha
2. **President Ramon Torrecilha**: Thank you Marcus. Good afternoon everybody in this soggy Tuesday afternoon. Thanks for having me. So, before I start how many of you are first years? Okay well I wanted to welcome you, welcome to Westfield State. We are delighted that you are here, we appreciate your leadership, serving as a representative of the student body and I hope to work with you guys for the next four years. I have a number of informational pieces that I would like to share with you and then we can open it up for conversation. Those of you who were able to attend the opening day we are calling this year a year of change and opportunity, so there is a lot of change all round at Westfield State and there all a lot of opportunities. Of course a change sometimes evokes some sort of anxiety and we see this throughout institution.
3. First of all the Board of Trustee, we have a new board chair Mr. Kevin Queenin Class of 1970. Mr. Queenin has served with the board for, I think this is the second term, the board is a five year term. This is his second term and I believe that this is his last year. As you know Cameron Swan was re-elected to serve as the Student Trustee and we are delighted to have him as part of the board. We need to start thinking of who is going to replace him. Elections are around the corner and will be here before you know it.
4. The need for a planning process which sort of goes into point number three when we hope to finalize. We will be going to Boston on October 16, I believe, to present our touchpoint number two. We already have some feedback from the Board of Higher Education and we are pretty much on track. They are two sort of major components of the plan that we are sort of ironing out.
5. The first was in the academic direction for the institution, the second is metric. The Board of Higher education wants to know how we are going to measure the effectiveness of our plan. Part of our goal is to increase retention, graduation regulation and minimize the achievement gap. So they want to know, how we as a community are going to move, as well as other priorities for the plan.
6. As you know I understand that there was been some discussion about housing selection. Dr. Pickron is here to help us answer additional questions any questions that you have but over the course of last year we had some research that was done with the students and research groups. We talked this outlet called fresh eyes, they came too help us to help rethink residential life at Westfield State and we are in the process of thinking about and implementing new change. One of the changes is that you are going to have more options and those options are going to be in the process. We are all impacted by what happens at a Residential Hall, our occupancy rate is down this year, we are down about 132 students that translates to about 1.3 million so that is a lot of money. We wanted to make sure that we keep more students on campus, so we are thinking outside the box a little bit. When I do stop because I am sure that there is going to be questions about this.
7. I know that 14% of the student body turned out for elections last year for SGA, and that was an improvement from the year before which was 9%. But when you think about the student population and we are 45 hundred, we want to get that 14% up, so we are looking too you for the engagement and leadership with your classmates and your colleagues.
8. Now in terms of exciting news, Westfield state was able to secure over 21 million from the state for the renovation of Parenzo hall. Parenzo has been with us since 1956, was the first building on campus, when we moved from downtown where City Hall is located now too this location and we have never done anything too Parenzo. Old Parenzo is still standing and so the idea here is too put 40 million dollars into that project. A lot of money and the University put up about 20 million of our own money into the project.
9. There was a lot of discussion with the board and the board felt that it was a strategic investment. Now as far as the renovations of Parenzo two centers are going to come about. The first one is the Center for Business and Education Departments and the second is the Center for Student Success. I truly believe that we were successful in securing that money because we approached our partners. Community colleges, K-12 and the business community and we ask them “how can a renovated Parenzo help you to fill the mission of your organization”. So out of this discussion came the idea for the Center of Innovation. That's where the Institution for Business and Education came about. So we see the environment and the environment that is assisted by the college. Let me give an example of a conversation with K-12. We heard you know there is a need for us to dissect a frog in our lab or to do our chemical experience in our lab, so we could do these in Parenzo hall. Remotely teach our students that way. There are a lot of possibilities for Parenzo and we are excited.
10. As you know last fall was a really hard semester our community experienced a lot of hate crimes. One of the things we did was to secure the services of Dr. Lewis, he came to campus, spent some time with us and Dr. Lewis over the course of the summer came up with a report about diversity and inclusion. He introduced the concept of inclusion every day, and we are running with the concept. He also reminded us that yes you need to work on diversity and yes to work on inclusion, this institution belongs to everybody. But you don't need to work on inclusion we don't need to wait to be diverse in order to work on inclusion. You can start working on inclusion right in this moment, and so that's what we intend to do. On Friday, September 28 we are going to be releasing the report for everyone in our community. In October, we will have a town hall meeting to take this apart. We are in the process, of putting together a centralized structure for diversity and inclusion which you will learn more about when you read the report.
11. In one way we are trying really hard to improve communication across campus. Last year we came up with a newsletter called NewsWise. I don't know if you have had a chance to take a look at it but that's a too go place in order to have information about what is happening with the University. As we continue to have a presence and maintain presence on social media and communication is key. You would be surprised how often we hear from student, faculty and staff that they wanted to hear more. But it is important that you take the time to open your emails, I know you don't, but it is important that you open your emails, take a look at what is coming from my office or other offices in the leadership. So with that I wanted to stop here, again if you don't follow me on twitter please do so, my handle is President Torrecilha.
12. **Thalita Neves**: Hi, I am Thalita Neves and I’m the Vice President of Finance. I just wanted to address the Residential Life issues. You mentioned that, there was a few focus groups that you addresses, I was just wondering where these focus groups came from because many of the students that I talked too were blind-sided by this issue and a lot of them strongly dislike the change that is being made. Question on clarifying where these groups were coming from and where they were located.
13. **President Torrecilha**: Carlton Pickron could you help us with that. I know that there was a survey that was sent out to students but perhaps you can talk about the focus groups.
14. **Dr. Carlton Pickron**: The focus groups were Fresh Eyes, an outside organization that came in, looking at how do we do, the original plan was how do we utilize our Residential Life spaces during non-peak times, summer/winter breaks, Than we get enlarged to talk about Residential Life better and how are students living and enjoying their experience with their Res Life environment. I know they were in the dining commons, they were here for about a week, they were throughout the dining comments trying to meet with students, pulling students aside, looking for feedback. They were primarily talking to on campus students, not many commuter students but there were some commuter student feedback, they participate in some of the activities that happen in the Residential Halls as well. That was the opportunity that they had, that was their survey of the campus the week that they were here to give us feedback on what they heard from students with respect to housing.
15. **President Torrecilha**: We are the most residential campus out of the nine state institutions and we don't talk about Residential Life and the importance of Residential Life for education for graduation, for the overall student’s needs. We also heard that there are a lot of our students that wanted to have more single rooms as an option for them so the campus responded quickly and I think there is a building that is now mostly singles. They also singled out that at a lot of other institutions by giving students more options and giving options early, it helps the students but it also helps the family, if the student goes back by Thanksgiving and goes mom, I want to live on campus, I want to stay on campus and we can renew my place on campus right now, before Thanksgiving or around Thanksgiving, It can give the student more time to see more options. That was for most in my mind. There is also a financial component and the financial component is consequential because we are trying to keep rates down.
16. **Sammantha Dorazio**: I know from my personal experience the open house, when I came here was a big thing especially when Carlton Pickron the Vice President said to go out on the green and see if you can see yourself here. I know the Deans are a big movement on campus, so I was wondering what their job at the open houses were going to be, because I think that it would be really good for them to be there.
17. **President Torrecilha**: So I think what we did, or are in the process of doing it, when new students come to campus, they want to know where am I going to live, what does my place look like, so I think we are changing how we are making Residential Halls for incoming students. But your question about the Deans, the Deans have played a part in introducing students to Westfield State University and often times their job was to answer questions primarily. Questions about their college, and questions about some of the programs offered within the college. It is a way to increase communication with the students but also parents. One of the things that we are going to do in the future is to have some goals for student retention, for graduation and for the achievement gap. Colleges are a way of creating a community of scholars, within a larger community so the job of the Deans are to interact with the students, interact with family and answer questions about the programs. They have other jobs too but in the context of new school and student orientation that's it.
18. **Scotty Howe**: I might have misheard you but when you were answering the Res Life question I thought that you said it gives students more time to choose where they are living, but it's five or six months earlier so how does this give students more time to choose where they are living?
19. **President Torrecilha**: Well you can put in your contract essentially early in the process, than you have to get assigned a roommate and what if I don't like my roommate. We will work with you.
20. **Dr. Carlton Pickron**: When you sign up, it's not that we are going to assign you a roommate, say you already selected me to be your roommate, and were cool right now so we said yes we want to do this, we want to live in University Hall, but come February I don't want to room with you. I don't really want to be in University hall. We will give you the opportunity to make those changes. From the time that you submit your contract, right through until the first of May, because starting the first of May we are starting to make room, roommate assignments for the incoming first years, who will also have a selection of where they would like to live on campus, obviously where those spaces are available. So that's why we need to have that information early, and we have the flexibility to make moves and that is something that you have never had before. In the past, once you had submitted you were locked in that's where you were. Now we're able to have that flexibility.
21. **Scotty Howe**: I actually heard that as well, but isn't this causing more roommate disagreements. For example, I was approached the day the email was sent out and somebody told me that the people they are living with right now, two of them, they live in a suite with six people and they already decided that they don't want to live with two of the six next year and now they have to tell them that before Thanksgiving and live with them for the next seven months. While those people know that they don't want to live with them next year. Doesn't this create more roommate conflicts right now? And move? Yes you can move from your roommates now but if you and I were to be roommates and we had a conflict let's say in March than I could go too Res Life and get that fixed that's great but also we wouldn't have chosen by March last year so we wouldn't have lived together if we still choose later.
22. **Dr. Carlton Pickron**: If the reason we decided we are not going to room together is not necessarily that we have a conflict, so we could live with one another for the next several months With one another on campus because your roommates know you’re in this sweet but an opportunity for you to lock in too let us know that your committed to staying on campus for the next academic year. Another year because we have to do our financials, Residential Life has to submit their budget for the next fiscal year by the end of October.
23. **President Torrecilha**: Let me ask you a question, so I think that there is a possibility of a student saying you know, I'm committing to live on campus but need a little bit more time to figure out where I want to be, that will solve your problem it's an option.
24. **Scotty Howe**: I have heard that housing selection is before Thanksgiving. We actually talked about this last week in our meeting, that we would all be fine if you have to agree to live on campus before then, it’s that choosing of housing, for example I live with four roommates right now, I’m a sophomore and if I had to choose my roommates before Thanksgiving last year, maybe one of my roommates I would have lived with. I made a lot of friends after Thanksgiving and during the second semester I decided to live with. If that's the case, than excuse me, I’m totally fine with it.
25. **President Torrecilha**: One thing to do as a result of this conversation is to ask Residential Life to maybe reach out and answer some of these questions and see where we can present some flexibility. We also heard from some students that they wanted to make these decisions earlier and they wanted to go home on Thanksgiving and say I want to live on campus but I want to live alone, or I want to live on campus but I want to live in another building, so we heard that to.
26. **Viktor Sabha**: My name is Viktor, so just to clarify, not to go in circles, but you are committing to being on campus before Thanksgiving but you're not really committing too where you are going to be, that's still flexible?
27. **Dr. Carlton Pickron**: Correct.
28. **Sam Tsongalis**: President, how are you? I have a lot of questions I’m sorry. I have a freshman classmate inquire, because I’m a music major, he is a commuter and he isn't sure if he wants to live on campus yet, and he is not going to be sure before November. You guys mentioned May 1 does that also apply to students who might want to opt into housing, after November?
29. **Dr. Carlton Pickron**: Yes, absolutely.
30. **Sam Tsongalis**: You mentioned a survey that went out to students, at what point did that survey go out and what percentage of the students was it actual sent too?
31. **Dr. Carlton Pickron**: I can't speak to the exact date that they sent the survey, but it was late in the spring semester.
32. **Sam Tsongalis**: One more question about the RA process, is that subject to change as well. If we apply to be RA’s I know that was later second semester, would that also be bumped up or would that stay solid?
33. **Dr. Carlton Pickron**: Right now it is staying as it has been so that would be the spring semester, if you are applying to be an RA for the next academic year. If you are applying for the spring obviously that is going to be this semester.
34. **Sam Tsongalis**: With that process isn't it possible that if I choose to be an RA and my roommate and I agree to live together and then I become an RA, then would he need to find somebody else to live with, does that mean he would be placed with a random roommate?
35. **Dr. Carlton Pickron**: If he has someone that he wishes to live with they can move him but if he goes well you can assign me anywhere than he would be assigned in any location. Say you become an RA in New Hall, there are RA apartments in New Hall, and there is an RA apartment with students in that apartment so you and your roommate technically could be in the same apartment. So it depends on where you are placed as an RA
36. Tommy Howard: I had a question for both you and Dr. Pickron, you mentioned in your report that there would be a facility for Diversity and Inclusion, just keeping in mind all of the renovations to Parenzo Hall and how we are going to build some centers there. Is the center for Diversity and Inclusion going to be located within Parenzo or do we need to build some sort of other location or will it be taking some other place maybe where we will have more room on campus?
37. **President Torrecilha**: The processes is a very long process, we are working with a state agency, called DCAM, and DCAM will put out a request for proposal. First Architecture firms after the firm is selected there is a proposal for the construction part. The whole process takes about a year and a half. Right now we are doing what is called a space utilization study. And the space utilization study is being done by yet another firm as part of the renovation of Parenzo, one of the things that was said to the state that we agreed was that we were going to do something about MOD Hall. Mod Hall is not a permanent structure. The structure has been in place for about ten years, the structure has cost us about 100 thousand dollars and the life expectancy of this structure is not very long so one of the things that we said to the state is we are going to do away with Mod Hall, that doesn't necessarily mean of everybody that lives in Mod Hall are going to go to Parenzo, so we need to do this study to figure out, the other possibilities. About Diversity and Inclusion I don't know where they are going to go, but the whole process for Parenzo is probably not going to be done for the next three to three and a half years. You might not see the new Parenzo as a student, but as an alumni.
38. **Marcus Payne**: So you said with Parenzo Hall that a big part of it going there is with other institutions, like Community Colleges, do we have any collaborative efforts with these institutions, like programs with them coming into the institution, or using it or like an afterschool program anything like that with these sister institutions?
39. **President Torrecilha**: Very Good, yes we do. We have a number of programs, with the Community Colleges, RN to BSN. We have a brand new agreement with GCC, Greenfield Community College, it’s called dual enroll admissions. When a student gets admitted at GCC they also get admitted to Westfield State. The reason why we're doing this is because we wanted to facilitate that transfer process, we also have programs with K-12. Ryan Meersman is here and he can talk to you about the Westfield State Promise. The Westfield Promise is work we are doing with k-12, High Schools and Juniors and Seniors. For Junior students we are going too their schools with their faculty and faculty from Westfield State and are teaming up with faculty from their school and teaching a college course, their Senior year they are coming to Westfield State. We are doing this work with Westfield k-12, Holyoke and Springfield. This is an attempt within the institution to diversify the population and too reach out to First Generation students. There is more that we need to do with industry around the Pioneer valley. We were part of a study, Massachusetts is broken up into seven regions, we are region number two, Berkshires region number 1, we go all the way from Southwick to Franklin County. The planning commission did a study and we figured out that there are three sectors that are really taking off in Western Mass, education, health and social services. We are going to try to work with the business community in the area in order to be ready to supply the work force that the region needs. We are working with STCC and HCC.
40. **Massara Almafrachi**: Back to the Residence on campus, I just wanted to ask, is the commitment before Thanksgiving going to be financial commitment, because I know that some student do not know if they are getting scholarships or if their parents are deciding to give them more money to go to school. So is there any financial commitment?
41. **President Torrecilha**: I don't know, I think we wanted to know how many students.
42. **Dr. Carlton Pickron**: We just need to know if a student is making a commitment to live on campus, you are not paying a housing deposit anymore, you pay your housing deposit once you are accepted to Westfield state, and that's the last housing deposit you pay. In the past you use too have to pay $200 each semester, a housing deposit and then you fill out your housing agreement, so no more housing deposit at this point in time we are just looking for the commitment to living on campus. As most of you know if you're on finical aid, FAFSA forms are available for you to apply for financial aid starting October 1 that's when you can start applying for Financial Aid. Financial Aid is turning around those applications quickly and it will be early in 2019. So you will have your award relatively early in 2019.
43. **Massara Almafrachi**: Just to clarify, it’s just signing your name to say that I’m living on campus but basically you are not signing any contract?
44. **Dr. Carlton Pickron**: You are filling out your housing agreement.
45. **Massara Almafrachi**: But not a contract to pay, if you decide that you are not coming back to school or don't want to live on campus?
46. **Dr. Carlton Pickron**: If you aren't coming back to school no you do not pay, if you decided that now I'm going to be a commuter, so you are staying enrolled at the school, once you cross that point there is a $750 release of contract fee. You're making a commitment to live on campus and we are holding you too that commitment. That's how we are budgeting, based on the students that are making that commitment.
47. **Maddy Scott**: On the Parenzo development, many students feel passionate about keeping an intramural, casual gym facility available to students that are non- recreational athletes and would like to express this somewhere. When will there be an open forums for Parenzo?
48. **President Torrecilha**: Thank you, we talked about that today in Administrative Council and we are in the process of forming working groups and one thing that we said is that there will be a possibility to engage with the student to hear their position and needs and all of that goes into account when the architects get together to figure it out. But this is also a part of the start of organization funds, I understand what you are saying but I don't know but I also know that that space is used from 4:00 pm to 7:00 pm, folks doing the space study will view that as well. The other question that I had and are you going to do Parenzo in phases, or all at once. You know I think there are some reservations about putting trailers all over campus, so we can renovate Parenzo, the campus won’t look as good but I don't know how we are going to do it, probably going to be in phases.
49. **Nickalena Richards:** I was just wondering for housing for students who are in state custody and the state handles their bill so their parents don't pay theirs, the state does, now that there is no deposits and the state tends to be behind on a lot of things when it comes to finances. If the state financing doesn't go through will that affect their academics? Will their schedule be dropped, will that affect their housing? Because I know that if the state is late with their bill now, they get this outrages fee first of all and sometimes their schedule gets dropped if the bills go on for a long time.
50. **Dr. Carlton Pickron**: We were just talking about this in enrollment management, the key form for the business is, when you receive your bill here at the University, you need to return the bill and tell us how you plan on paying for it. The key is just return the bill and all you have to do is identify that the state is paying for it and they go from there. Financial Aid works directly with the state and we know when the state releases money, we know the state is notorious for releasing money, very late. Believe it or not sometimes your bill doesn't get paid until after March, for a whole year and the state hasn't released the money so Financial Aid is very on point with that and recognize working in those circumstances.
51. **President Torrecilha**: It's not just Financial Aid, sometimes the state allocates money to the University and you sit and wait, not really but it feels like it.
52. **Melanie Voss**: I just wanted to clarify the housing for next year so before Thanksgiving are we just putting our name down that we are living here next year or are we picking exactly where we are living and who our roommates are?
53. **Dr. Carlton Pickron**: Basically all of the above you are making your commitment to live on campus, and by Thanksgiving you will have the opportunity to select, if you are ready to select you can do so, if you are not you can wait.
54. **Mitchell McKittrick**: I was wondering about Parenzo, I know people that are very passionate about the Urban Education program, who are very involved with it and are wondering where it will be housed during the Parenzo renovations?
55. **President Torrecilha**: Are you talking about the department?
56. **Mitchell McKittrick**: Yes, and the room and Urban Education itself. I know people on campus that really use that room as a safe place, and would really hate to see it leave.
57. **President Torrecilha**: We are not going to displace any safe space on campus but I do not have an answer for you. I think that folks that live in Parenzo, chances are, they are going to remain in Parenzo, but I don't know if we are going to use the space differently.
58. **Owen Azevedo**: Going back to housing, you mentioned that there were some numbers that you wanted to get out, maybe to incoming parents, and first year students about graduation rates of going off campus verse staying on campus. Is there any plan that the University has too get that information out or how they want to do that?
59. **President Torrecilha**: Yea, this is part of Enrollment Management, it is part of telling our story, and I think one of those things Residential Life is trying to do is talk about the value of living on campus. Research has shown that when students live on campus they tend to graduate on time. We wanted to make sure that that information is conveyed to the new students and parents but also to continuing students. This is one of the things that we heard from Fresh Eyes when they came to campus. They said you guys are really not telling the story about Residential Life in an impactful way. We are working on that.
60. **Matthew Michalik**: Regarding housing and so basically you are going to know where you live by Thanksgiving, is that going to affect LLC at all? I know in the honors LLC we need to keep at least two spots open for the incoming first years students. I didn't know if this was going to change anything at all in regards to that.
61. **Dr. Carlton Pickron**: As of now no, to be in the honors LLC you have to qualify, we also have the Arts, Theater, and Music, which is a new LLC with high numbers very successful. Any students that want to be a part of those again, can be as well. Residential Life and
Academic Affairs are continuing working with the Deans to create additional LLCs around campus.
62. **Luke Morrison**: Say there is a student who is really on the fence about if they are going to transfer or not, what would you suggest for them about the housing agreement, should they sign it and if they are going to transfer is that alright? Or if they transfer are they kind of locked onto the deal that they signed?
63. **Dr. Carlton Pickron**: If a student is transferring to another institution they agreement is no more.
64. **President Torrecilha**: Are you thinking of transferring?
65. **Luke Morrison**: I was in the beginning of the year but I don't think that I am.
66. **President Torrecilha**: Why were you thinking of transferring?
67. **Luke Morrison:** Because I could work back home and the loans are piling up and I kind of want to cut that down.
68. **President Torrecilha**: Okay let's talk a little bit about that because there is research that shows, I know that loans are really scary, I can tell you that when I went to school back then I wished we had more scholarships, this was back in the late 70’s. Research shows whether or not you are going to pay that loan has to do with if you complete your studies or not. If you leave school you are in trouble but if you finish your studies the likelihood of you paying back your loans is great. And when you look at your trajectory the slope goes up and it plateaus.
69. **Luke Morrison**: I was going to work with my dad and attend Bridgewater State. I was going to make around fifty grand.
70. **President Torrecilha**: Our graduation rate is among the highest amount state schools with the exception of Mass Maritime Academy because they are very specialized. I’m glad you are still with us, let us know what we can do.
71. **Cameron Swan**: I think a lot of people have been hinting at it in the room. If they were too have the agreement take place in November, and the selection take place later in the year as it has, I think that would alleviate a lot of concerns that students are having so I just wanted to politely state that.
72. **President Torrecilha**: I hear you on that and I appreciate that and I think one of the things that I am taking away from this conversation is that, I'm going to work with Carlton and Res Life, I think Res Life needs to answer more questions they need to make themselves more available to answering more questions. I did see an email that Josh Hettrick sent out but perhaps there is more that needs to be done here to implement this new way of Res Life, in a way that works for you guys and in a way that works for the University. The idea here is not to mess your life up, we don't want to do that, we want to arrive at a system that works for both. But I do believe that knowing where you are going to be early on, sooner rather than later helps. But thank you for bringing these concerns.
73. **Lorenze Beltran**: I know a few people in my class that had problems getting answers from Residential Life. She had a double and then her roommate moved out and they weren’t notified, she kept trying to contact Res Life and it isn't appearing on MyWestfield and since she has a set budget she was concerned about if she was going to be charged for a double or a single.
74. **President Torrecilha**: She probably paying for the double.
75. **Dr. Carlton Pickron**: Yes, she would be paying for the double because she did not request the single.
76. One of the things about my job is that I do not get too talk to students as much as I would like to, so this is a treat for me. I appreciate the honesty. Thank you for having me and I hope we will continue the conversation. Good luck with the academic year and we will be in touch.
77. Yes, one more thing, you guys know year books? I know you don't look at yearbooks. But try to figure out a way to capture the class, maybe it is not a yearbook, because when you leave Westfield State, in twenty years from now you will want something too have.
	1. Thank you President Torrecilha. Also joining us this evening with what I am sure is to be a wonderful greeting is our Vice President of Student Affairs, Carlton Pickron.
78. **Dr. Carlton Pickron**: Thank you, I’ve been pitching that for quite a while now, since 2011.
79. Welcome all, I know we have a bunch of empty seats still, because usually I would bring your official lapel pin with the Berry building. I will bring those down next week and hopefully we will be full. For me it is really fun and I think it is really important to represent your University.
80. Thank you for volunteering, no one in this room is paid for the work you do. This is incredibly work, thank you for leading and representing your student body. When you are out and about and looking sharp and you have your Westfield State lapel pin, it says something. When you're out and about on interviews, when you are out and about on special gatherings you get to see where people went to school. Understand we are a very old institution, although no building on this campus is over 62 years old. When I have the honor to represent this institution at inaugurations, with all different Universities Presidents, they line you up based on the age of your intuition. When I line up I am usually within the first ten institutions. Harvard number one 1636, and then it jumps quickly, jumping up too Westfield State University. Framingham State is write ahead of us, we both started the same year but they started a month before us, as an all-female institution. We are the oldest co-ed institution.
81. But we have a lot of work to be done, you have phenomenal leadership up here in the front and I know we have phenomenal leaders here in the audience and I hope to see a lot of sophomores, which is phenomenal. I am seeing the Class of 2021. It is never too early, I was talking to someone the other day and said what position are you going for next year? Start thinking, visualizing yourself in the role, a different position.
82. Let's have a phenomenal semester, now I won’t be here in the spring but know my phenomenal colleague Sue LaMontagne, will be the Interim Vice President during the spring semester as you know. You will be a part of the search process to come up with the new Vice President of Student Affairs. Do not take that role lightly. They should be at least one, two maybe even three students on there. Guess what, when they bring those finalist too campus there will be an open forum for you to go and meet, greet and challenge those candidates. If you do not do that you are selling, not just yourself short, but also your peers. And the future of this University. When these forums happen in the spring make sure you are there. If you get the honor to serve on the search committee do not sell that short. Make sure that you are at every meeting and you are a part of every vote because serving on the committee just like Cam Swan serves as a member on the Board of Trustees, he has a vote. His vote is no different from Kevin Queenin’s vote, the chair of the committee. So if you are one of the lucky ones to be chosen to serve on that committee do your colleagues a great justice, be at every meeting, be sharp, be alert, have sharp questions, get feedback from your colleagues. And when you bring folks too the open forums, the open forums need to be full. Hopefully they can be in this room, so they can see the Student Government Association. Let them see what we have, because they do not have this on most campuses. It is important to be fully engaged. But this is great, we are going to have a phenomenal semester and I am looking forward to a phenomenal year.
83. Seniors I will see you at Commencement.
	1. At this time, I would like to confirm the election results and continue filling our positions. I therefore move to accept the Hall and Class of 2022 Council Elections for the 2018-2019 Academic Year. Motion carries.
	2. I move to accept Sean Manion as Veterans Affairs Representative to SGA for the 2018-2019 Academic year. Motion carries.
	3. At this point we will be electing our Parliamentarian and the members of the Rules and Regulations Committee. The committee is chaired by the Parliamentarian and is comprised of the SGA President, Vice President of Student Life, Vice President of Finance, and one member of each Class. This committee serves several important functions. Their main purpose is to review and approve the constitutions of clubs and organizations including the SGA Constitution. Additionally, Rules and Regs acts as the Judicial Body of the SGA. Are there any questions about the Rules and Regulations Committee?
84. We will first hold the elections for Parliamentarian. The person elected to this position works in conjunction with the Vice President of Finance to ensure all club operations. They are also responsible for ensuring that the SGA follows Robert’s Rules of order. Because of the level of work connected to this office, the Parliamentarian is constitutionally required to hold four office hours a week. Are there any questions about the position of Parliamentarian?
85. You may not nominate yourself, but you are required to accept or decline any nomination. If multiple people run for the position as well as the committee member positions, we shall conduct the election by way of secret ballot. We will now open up the floor to nominations.
86. Jake O’kane was nominated and accepted nomination for Parliamentarian.
87. While the advisors tally the votes we will open the floor to nominations for the Rules and Regulations Committee members. Nominations work the same, but we are doing it by class.
88. I move to appoint Jake O’Kane as the SGA Parliamentarian for the 2018-2019 Academic Year. Motion carries.
89. I move to appoint Sammantha Dorazio as the Rules and Regulations Committee member for the Class of 2019 for the 2018-2019 Academic Year. Motion carries.
90. I move to appoint Dave Youngermen as the Rules and Regulations Committee member for the Class of 2020 for the 2018-2019 Academic year. Motion carries.
91. I move to appoint Matthew McKittrick as the Rules and Regulations Committee member for the Class of 2021 for the 2018-2019 Academic year. Motion carries.
92. I move to appoint Lucas Spearing as the Rules and Regulations Committee member for the Class of 2022. Motion carries.
	1. I move to appoint Barbara Hand and Ryan Meersman as SGA Advisors for the 2018-2019 Academic year. Motion carries.
	2. Next week we will be having Senator Orientation at the end of our meeting. It will not take too long, but it is important to go over all the information. This year we are doing it at the end of the meeting so that first year members and returners can hear and understand the information.
	3. I just want to take a moment and thank you all for your cooperation and your dedication to serving your fellow students. I look forward to seeing all the change that we will bring to Westfield State this year. And I am glad that I can be a part of your experience here
	4. Items not listed on the agenda.
93. BOARD OF TRUSTEES' REPORT: **Cameron Swan**
	1. For those of you who I haven’t met yet, my name is Cam Swan and I am your Student Trustee for the academic year.
94. The board of trustees consists of 11 members, nine of which are appointed by the sitting governor. The other two, Trustee Hill and myself, are elected by the alumni and the students prospectively.
95. The board meets formally five times a year excluding any retreats, conferences, or special meetings. This is my second year in this position, and I am excited to continue the work that I have done with my colleagues on the board.
96. Each board member has subcommittees, and this year I am a member of Student and Academic Affairs, Institutional Advancement/Enrollment Management, and Finance and Capitol Assets.
97. This year, I have been given a more specialized project; to address campus culture. I will talk about this more in the coming weeks, and I will provide you with the same updates I give to the board.
98. That being said, the first board meeting of the year will be on Tuesday October 9th starting at 8:30am.
99. If you have any questions, feel free to ask me either now or after the meeting! Thanks in advance for your commitment to the University.
	1. All University Committee: **No Report**

 B. NEASC Steering Committee: **No Report**

 C. Strategic Planning Committee: **No Report**

 D. Student Advisory Council: **No Report**

1. VICE PRESIDENT'S REPORT-STUDENT LIFE: **Nickalena Richards**
	1. Good evening to all of you, especially including new senate members and special guests. Welcome to a new beginning full of opportunities on a path to becoming respective, representative, leaders.
2. As an introductory point of information, for those of you who aren’t familiar with who I am, my name is Nickalena Richards and I am your student Vice President of Student Life for the academic year of 2018-2019.
3. Though my role prominently includes advocating for the desires, inquiries, and needs of all of you, there are specific entities here on campus that I will be conjoining with to facilitate effective communication and reasonable changes and implementations from both ends (between all of you, and these).
4. Taking upon this honorable role of leadership includes assisting and directing students with campus entities such as The Department of Residential Life, Dining Services, Students Activities, and Student Affairs.
5. Though all of these domains fall under my wing, Student Affairs happens to be one of my main areas of focus. This includes having the pleasure of working with knowledgeable individuals like Carlton Pickron your “actual” “real” Vice President and Sue LaMontagne your Dean of Students. These two individuals set an exemplary model of student interest and support will routinely be giving me a lending ear and hand as far as assistance and guidance goes.
6. I am the chair of the Student affairs committee, while I also oversee various other committees such as the Parking Control Board and Appeals Committee. These meetings typically include a combination of student and faculty members, and typically we discuss prospective goals, implementations, and objectives pertaining to what’s reasonably achievable in the respect to student and administration interest.
7. I am still looking for prospective students to sit on both of these committees and so if any of you are interested the next meeting for Student Affairs is Friday, October 12 at 1:40 pm in the Club Room here in the basement of Ely and The Parking Control Board will be meeting October 3 @ 2:00 pm also here in Ely room 003.
8. I just want to reiterate that it is Westfield Day at the Big E this coming Thursday, October 27, and student support for the parade would be greatly appreciated.
9. There is reliable transportation there and back to campus, and you may find waiver forms and tickets at the SAIL office here in the basement of Ely. The bus departs from Scanlon Hall and returns around TBD. Tickets cost $15.00.
10. This coming Wednesday and Thursday afternoon I will be administering the Student Conduct Board interviews. These will be taking place consecutively, with the help of various other Executive Board members. If any of you have applied for a student position, thank you for your interest. I am looking forward to meeting with you.
11. Marcus DiBacco and I will also be meeting with Jon Conlogue this coming Wednesday, September 26 at 3:30 pm to discuss ways to enhance contact between students and Res Life. For most of you, this is your temporary home away from home and I want to ensure the campus atmosphere feels that way.
	1. Overall, I am very excited to continue with establishing an energetic, vibrant environment for students to feel holistically included in. Please do not ever hesitate to reach out to me. A secure line of communication is an important aspect of being able to provide accurate means of direction and assistance. This is a year full of plans to establish strengthened connectedness and community enhancement. To proceed with providing safety security and fulfillment for students to reside in will only strengthen the warming and welcoming campus that Westfield State University already is.
12. **Dr Carlton Pickron**: Point of information, the bus will be leaving from Woodward. To march in the parade you need to have your Westfield gear.
13. Matt Michalik: Can you just repeat the dates and times for your committees again?
14. Nickalena Richards: Student Affairs the next one is October 12 at 1:40 pm in the SGA Club room E021 and the Parking Control Board October 3 at 2:00 pm in Ely 003.
15. Daniel Armany: Is Student Conduct still taking applications?
16. Nickalena Richards: No, the deadline has passed
	1. Student Affairs Committee: **No Report**
	2. Diversity/Inclusion Committee: **No Report**
	3. Food Services Committee: **No Report**
	4. Parking Control Board: **No Report**
	5. Student Athletic Advisory Board: **No Report**
	6. Substance Advisory Committee: **No Report**
	7. Veteran’s Affairs Report: **Sean Manion**
17. For those of you who don’t know me I am Sean Manion, The Veterans and Military Service Representative. I represent any military connected student here on campus whether that be active, reserve, national guard, veterans, and direct family members.
18. I’m a senior here and this will be my second time appointed as representative of my office. I have been a member of the Army National Guard for the past three and a half years, serving with the 182 INF out of Ayer, Massachusetts.
19. This year we already have some great events coming down the line that I’d hope many of you take part in.
20. We have Veteran’s Day coming up quick in November along with the Centennial celebrations of the ending of the First World War. At 11:00 am on the 11 day of November 1918, the ending of World War 1 was marked with the signing of the armistice. Once I get more details, I will push them out to all of you.
21. If anyone, military connected or not, has any questions or issues that you wish to share, please reach out to me.
22. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: **Madeleine Scott**
	1. My name is Maddy Scott and I am the VP of Academic Life. My job is to serve as a liaison between students and Academic Affairs. If you have any concerns regarding registration, advising, or faculty, please come talk to me. My office hours are Tuesday from 11:30 am until 12:30 pm and Thursdays from 9:30 am until 12:30 pm. But also feel free to email me at any time.
	2. Today, September 25, I met with the registrar about making registration easier online and the future of the course booklets, which after this registration period will be completely online. They are very willing to work with students on feedback you may have, so as I said please feel free to reach out to me if you have any suggestions. The Course Booklet fo the spring will be online in the first week of October and will be distributed across campus during the second week.
	3. Reminder that Rep at Large Committee meeting is on Thursday at 5:00 pm.
23. **Tommy Howard**: Is the online one going to be linked with courses or is it going to be like a pdf of the course booklet that students are accustomed to seeing?
24. **Maddy Scott**: It is my understanding that it will be in the pdf form that the students are used to. We are working on a way to make it a live document so that it can be updated with course cancellations as they come and the documents won’t have to be uploaded each time
25. **Cam Swam**: Point of Information: The Reps at Large meeting will not meet on Thursday, September 27 due to student conduct. I just need to see you guys after the meeting.
	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. Guest Lecture Committee: **No Report**
26. VICE PRESIDENT’S REPORT-FINANCE: **Thalita Neves**
	1. Hi everybody! My name is Thalita and I’m the Vice President of Finance. As the VP of Finance, I will be in charge of overseeing the SGA budget as well as all the clubs on campus. I will also be in charge of the Finance committee so if you’re interested, just see me after the meeting.
	2. I also wanted to congratulate everybody in Hall Council and the First Year class on being elected. I’m really excited to get to know all of you and to be able to work with you as student leaders to make sure we are heard on this campus.
	3. Finance Committee: **No Report**
	4. Foundation Report: **No Report**
	5. Student Organization Council: **No Report**
27. VICE PRESIDENT'S REPORT-PROGRAMMING: **Matthew Howe**
28. For those of you who don’t know me I am Matt Howe, and I am the Vice President of Programming, also known as the CAB President. If you came to the first Bingo at the beginning of the month I was the one yelling “B4” at you.
29. My position as Vice President of Programming consists of putting on events, both on and off campus. Events such as Bingo, Trivia, Sporting Event Trips, and the fan favorite the New York City bus trip. If you have suggestions of events that CAB should put on, stop by my office. My hours are Monday from 2:00 pm to 5:00 pm, Tuesday from 4:00 pm to 5:00 pm.
30. The following are events that are going on on campus.
31. On Thursday, September 27 if you’re looking for more to do, you can head out to the Green for some Glow in the Dark Capture the Flag. The event starts at 8:00 pm.
32. On Friday, September 29 at 10:00 pm in Scanlon Banquet Hall, Join CAB for another round of Brown Bag Bingo. Many great prizes will be given out so you don’t want to miss that.
33. On Saturday, September 29, CAB is hosting its yearly Six Flags trip. Tickets are just $15.00 and you can purchase them at [www.westfield.ma.edu/tickets](http://www.westfield.ma.edu/tickets). The bus leaves from in from of Scanlon at 3:30 pm and leaves the park at 8:00 pm.
34. If you still have energy after your day at the park, you can head down to the lower level lounge of Ely for Board Games Night starting at 8:00 pm.
35. **Owen Azevedo**: Have the tickets gone on sale?
36. **Matthew Howe**: Yes they have been on sale.
37. **Matt Dellea**: Clarification, New York City Bus trip in changed to the second week in December.
38. If you want to help plan programming events, CAB meets every Wednesday at 5:00 pm right where you are sitting E017.
39. Campus Activities Board: **No Report**
40. Neighborhood Advisory Board: **No Report**
41. Community Relations/Fundraising Report: **Annamarie Jackson**
42. Hi I am Anna, I’m our Community Relations and Fundraising Representative for this year.
43. The First Blood Drive is October 3, on a Wednesday and it’s from 1:00 pm until 7:00 pm.
44. I’m sending around a sign-up sheet for Volunteers. If you volunteer it counts as your office hour for the week. You can volunteer for sign-ups in the DC and for the day of the Blood Drive.
45. I am also looking for some people who would like to join the Community Relations and Fundraising Committee. If you have any questions or are interested, come see me after the meeting.
46. SECRETARY'S REPORT: **Sammantha Dorazio/Courtney Smith**
	1. Executive Secretary Report: **Sammantha Dorazio**
47. I want to welcome new SGA members from the First Year Class and Residential Halls. For retuning senators I am excited to see you back and for new senators I am looking forward to getting to know you throughout the academic year.
48. I just wanted to take a minute to introduce myself, my name is Sammantha Dorazio and I am the Executive Secretary. I am responsible for typing the minutes, running elections, senator/lifesaver of the week and Owl Ball.
49. Every week you will receive an email from Kim Hosmer that has the approved minutes from the week before, the agenda for the upcoming meeting and a report form. If you are going to report during the meeting, please type up one of those forms and bring a printed copy with you that you can give to me after you report. Please make sure that you email Marcus DiBacco before 5:00 pm on Tuesdays, if you plan on reporting.
50. When you are asking a question please make sure you talk loud, so it can be recorded and you can be in the minutes. Every week when the Executive Council meets, when someone goes above and beyond their position they are awarded senator/lifesaver of the week. In that case you get a certificate and get to sign the SGA lifesaver ring.
51. The week’s Lifesaver of the week goes to Scotty Howe for his continuous efforts to represent student concerns. Good Work Scotty. Please see me after the meeting to sign the ring.
52. Owl Ball Committee will be forming in a few weeks, and I am very excited for that. If you have any questions or concerns please see me after the meeting or come to my office hours in the cubes on Wednesdays and Thursdays from 10:30 am until 12:30 pm.
	1. Legislative Secretary Report: **Courtney Smith**
53. My name is Courtney Smith and I will be the Legislative Secretary for the 2018-2019 academic year. Mainly my jobs includes overseeing attendance and office hours.
54. Office Hours will begin this Monday, October 1. All senators are required to do one office hour a week, which means coming down to SGA for an hour and helping with anything we may need or being available to students who may have question about things on or around campus.
55. Next week in place of your office hour, I urge you to sign-up to volunteer at the Blood Drive which once again is Wednesday, October 3.
56. Often I will provide the option of assisting at an event is place of the hour.
57. Please don’t hesitate to contact me with any questions.
58. I am also passing around a contact sheet for Hall Council members and 2022 officers and I would greatly appreciate you signing that tonight.
59. **Daniel Armany**: Do we sign up and come to office hours?
60. **Courtney Smith**: You came anytime and there will be a sign-up sheet in the front. So just sign in and sign out to let me know you were here.
61. **Sam Tsongalis**: So they start next week?
62. **Courtney Smith**: Yes on Monday.
63. PARLIAMENTARIAN REPORT: **Jacob O’Kane**
64. Rules and Regulations Committee: **No Report**
65. Constitutional Review Committee: **No Report**
66. ADVISORY COMMITTEES:
	1. Advisory Committee on Facilities Planning: **No Report**
	2. Advisory Committee on Academic Planning: **No Report**
	3. Advisory Committee on the CURCA: **No Report**
	4. Advisory Committee on Budget Planning: **No Report**
	5. Advisory Committee for Equal Opportunity, Diversity and Affirmative Action: **No Report**
67. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
68. Commuter Council: **No Report**
69. Senior Class: **No Report**
70. Junior Class**: No Report**
71. Sophomore Class: **No Report**
72. First Year Class: **No Report**
73. Apartment Complex: **No Report**
74. Courtney Hall: **No Report**
75. Davis Hall: **No Report**
76. Dickinson Hall: **No Report**
77. Lammers Hall**: No Report**
78. Lansdowne Place: **No Report**
79. New Hall**: No Report**
80. Scanlon Hall: **No Report**
81. University Hall: **No Report**
82. UNFINISHED BUSINESS:
83. NEW BUSINESS:(requires majority vote to be opened)

1. ANNOUNCEMENTS:
	1. **Cameron Swan**: Can I see the Reps at Large after the meeting. STA has a show this week check it out.
	2. **Jake O’Kane**: Rules and Regs after the meeting, but after Rep at Large meeting.
	3. **Marcus DiBacco**: Can I see the First Year Class council and all of Hall Council after the meeting.
	4. **Mitchell McKittrick**: Just a little reminder about events coming up. Salsa Dance Lessons Thursday, September 27 in the Owl’s Nest at 7:00 pm.
	5. **Marcus Payne:** 235 days until commencement**.**

1. ROLL CALL: Simone LaPlant, Chris DiCarlo, Hunter Hassett, Callie Bouvier, Timothy Johnson, Sandra Domingos, Madison Houle, Kathleen Edwards, Delayna Moore, Isabel DeMarco and Eric Harris were absent. Saraiz O’Farrill was excused.
2. ADJOURNMENT: Meeting adjourned at 7:14 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.*