**Student Government Association Minutes**

September 27, 2016

1. ROLL CALL: All in attendance.
2. APPROVAL OF MINUTES FROM September 20, 2016:
3. Rebecca Kennedy: I move to amend the minutes to remove Jillian Tardi from the absence list from the first roll call. Motion carries.
4. PRESIDENT’S REPORT: ***Matthew Carlin***
5. Welcome, to the first full Student Government meeting of the 2016-2017 academic year. I am Matthew Carlin, the Student Government President for this academic year. I would like to welcome you to our wonderful organization. I would like to introduce our first speaker, Dr. Carlton Pickron the Vice President of Student Affairs.
6. **Dr. Carlton Pickron**: Thank you very much, welcome back all. We’ve got some empty seats so it’s not a full one. I’m looking forward to the meeting when everyone comes dressed business casual, whenever that may be. So welcome back all. I have to do my civic duty here. Who is a registered voter? It looks like we have a 100%. Anyone who registered with their Westfield State campus address Dean LaMontagne sent out a wonderful email to all students, but you now know that you vote at the Second Congregational Church. Thank you all for stepping up, either running an election or you were talked into coming and being a part of the Student Government Association, which you were talked into being a part of student leadership. Administration looks to Student Government, the institution looks to student leadership right here, to give us feedback on what’s happening with students here, on our beloved institution. It is important, your work is important. Thank you for doing the hard work. Sue LaMontagne will give you more homework than I will. I give out the goodies, Sue LaMontagne gives out the homework. Please do not be strangers, come up and see myself, Sue LaMontagne, E208. Sue LaMontagne is in the middle of E209 somehow. Step up and see us, don’t be bashful. We want to get to know you because what happens, is you’ll reach back and ask for references. It’s a grand pleasure to see all of our great diverse group of students here participate in student leadership. Thank You.
7. Thank you Dr. Pickron, next we will have Dean of Students, Sue LaMontagne.
8. **Sue LaMontagne**: Let me just add my welcome to everyone. It’s great to see a fuller room. I look forward to filling all of the seats. Congratulations to the Class of 2020 and the Hall councils, elected officials. Just a voting note if you are registered to vote at Lansdowne, your vote at the Senior Center. People from campus vote at the Second Congregational Church. Thank you all, it’s great to have you all in the student leadership position and I give my usual speech every year about why you became senators and what’ your main job. Your main job is represent your constituents. Right, so Class of 2020 you want to get out there and represent all of the first year student, likewise with the class officers. Hall Councils you represent your halls. Representatives at Large you represent everybody and so when we have your do homework to talk to your constituents you’re going back to the group that you represent, talking with folks and what are their thoughts, ideas, and concerns. It’s not just about our thoughts, ideas, and concern. It’s about doing the legwork and seeing where your constituents are at. That’s a lot of work; this meeting is the easiest part in some ways. You can report, but the work behind the meeting is really what takes time. You’ll be on committees, you’ll be representing your constituents, and you’ll be trying to find out where they are at and what they need. So, it is a lot of work and I welcome you al land thank you all. I look forward to working with you throughout the year and getting to know you a bit better.
9. Thank you Sue. I wish to extend my welcome to all of you and congratulate you on winning your elections. For those of you who are new, we here, at Student Government, will be having guest speakers relatively every meeting. We ask that you please remain quiet and respectful while our speakers are at the podium.
10. I move to appoint Andrew Manchino as a designee for Dan Pendenza for the Fall Semester of the Academic Year 2016-2017. Motion carries.
11. I move to accept the Class of 2020 election results. Motion carries.
12. I move to accept the Hall Council Election results. Motion carries.
13. The Parliamentarian must be chosen tonight. The Parliamentarian is the chair of the Rules and Regulations Committee and oversees the approval and creation of Club and Organizations constitutions. The Parliamentarian is usually the point person in the senate on conduct and Roberts rules. Along with the Rules and Regulations committee and Parliamentarian will be reviewing this year our SGA constitution as part of our scheduled constitutional mandated Con Review. We are now accepting nominations for the SGA Parliamentarian.
14. Allison Bancroft nominated Andrew Manchino, and he accepted.
15. Madison Dexter nominated Daniel Chamberlain and he accepted.
16. I move to appoint Andrew Manchino as the SGA Parliamentarian for the 2016-2017 academic year.
17. We now have to have nominations for Rules and Regulations committee. This committee is the highest committee on SGA, a respectable group of students who deal with constitutional crisis and approve any new Clubs and Organizations. This counts as a second committee. This membership consists of the Parliamentarian, SGA President, Vice President of Finance, Vice President of Student Life and a member of every class year. We are now accepting nominations from the Class of 2017 for appointments to the Rules and Regulations Committee.
18. Allison Bancroft nominated Andrew Morin and he accepted.
19. Brandon Trafford nominated Gabriel Cullinane and he accepted.
20. Andrew Manchino nominated Jon Cubetus and he accepted.
21. I move to appoint Gabriel Cullinane to the Rules and Regulations Committee for the 2016-2017 academic year. Motion carries.
22. We are now accepting nominations for the Class of 2018 for the Rules and Regulations Committee.
23. Sharleen Varghese nominated Madison Creamer and she accepted.
24. I move to appoint Madison Creamer to the Rules and Regulations committee for the 2016-2017 academic year. Motion carries.
25. We are now accepting nominations from the Class of 2019 for the Rules and Regulations Committee.
26. Cameron Swan nominated Michael Reid and he accepted.
27. I move to a appoint Michael Reid to the Rules and Regulations Committee for the 2016-2017 academic year. Motion carries.
28. We are now accepting nominations from the Class of 2020 for the Rules and Regulations committee.
29. Connor Kennedy nominated Bryan Pimentel and he accepted.
30. I move to appoint Bryan Pimentel to the Rules and Regulations committee for the 2016-2017 academic year. Motion carries.
31. Just a reminder that Homecoming is this Saturday, October 1, after Family and Friends Day. I am sending around a signup sheet for volunteers. This is a great opportunity to help out our friends on CAB and we need the help. There are two shifts on the sheet, please signup. One is from 9:45am until 12:00noon and the other is from 11:45am until 2:00pm and you will get a free t-shirt.
32. Items not listed on the agenda.

1. BOARD OF TRUSTEES’ REPORT**:** ***Brandon Trafford***
2. It is such an honor to be standing up here at this podium today. As I look out over this crowd I am very excited to see a lot of familiar faces, but I am also ecstatic by the number of new faces and student and student leaders joining our ranks today.
3. For those of you who do not know me, my name is Brandon Trafford and I am your Student Representative to the Board of Trustees. My job entails representing this University at the State and local levels. Atop this I serve as a voting member of the Board of Trustees and as the student voice representing our campus and community at the Board of Trustee’s committee meeting as well as the full board meetings. Currently, I serve on the committees for Academic and Student Affairs, Advancement, Alumni and University Relations, as well as the Finance and Capital Assets committee. My job in this room is to report to you guys and keep you up to date on what is happening at the board level so you guys can keep your constituents informed.
4. The Trustees next full board meeting is going to be taking place on October 6 at 3:00pm in the Presidents Board room over in Horace Mann. These meetings are open meetings, thus anyone who would like to attend is more than welcome to.
5. I hope that everyone in this room stays for the New Senator orientation tonight, if not to learn the ropes for the first time, to at least have the refresher course. Plus free pizza is always awesome. If you guys have further questions about myself or my position, please feel free to either ask me after the meeting or stop by my office hours in the cubes. I am there, Mondays from 12:00pm until 2:00 pm, Tuesdays from 3:00pm until 5:00pm and Wednesdays from 12:00pm until 1:00pm.
6. All University Committee**: No Report**
7. Neighborhood Advisory Board**: No Report**

1. VICE PRESIDENT’S REPORT-STUDENT LIFE**: *Brendan McKee***
2. Hello, my name is Brendan McKee and I am the Vice President of Student Life. My job is to ensure that all students have reasonable access to the decision making process and activities of the Department of Residential Life, Dining services, Student Activities, Student Affairs and many more.
3. I have to send you guys home with a little bit of homework; Student Affairs Committee met yesterday, and we had a lengthy discussion about publicity on campus, ie…flyers, emails, billboards, etc. We would like to get student feedback as to what the campus as a whole believes is the best way to be informed of events and meetings, as well as how student currently are informed. Essentially, your homework is to go to at least 10 of your constituents and ask how they hear about what happens on campus and how they’d prefer to hear about it. Once I get feedback, I’ll bring it back to committee and we’ll discuss options that we can take to help publicize better as a whole on campus.
4. The Student Affairs committee needs eight students to sit on the committee, and I have five so far. This committee involves faculty, staff, administration and students coming together to discuss student issues and solutions to make campus life more beneficial for students. Meeting times are monthly at 1:30pm on Mondays, so if you need a committee and can work in the meeting time, please let me know.
5. Student Affairs Committee**: No Report**
6. Multicultural Committee**: No Report**
7. Food Services Committee**: Andrew Manchino**
8. I’m Andrew Manchino and I’m the chair of the Food Committee.
9. The DC will be having a promotional night this semester with the Jazz Band to promote awareness about things going on in the DC.
10. Pho will be rotated in and out of the Island for more variety.
11. Food committee will be looking for first years and sophomores to join our group. Since we are dominated by juniors and seniors.
12. The DC website is up and running.
13. Grab and Go is working. Only for meal swipes, no owl bucks or cash. Andrew Mankus, Director of Food Service, will look into it. Wilson Café may be another to go venue one day.
14. If you have any complaints or suggestions for this please email amankus@westfield.ma.edu.
15. **Cameron Swan**: has there been any talk of keeping the Grab and Go option later?
16. **Andrew Manchino**: Last week, when we talked about it, it’s just a lunch thing right now. Like Andrew Mankus has said many times, we are walking at this point, we are not trying to get ahead of ourselves. Honestly, it may happen, but I don’t see it happening this semester.
17. **Barbara Hand**: How many students are on the Food Services Committee, how many positions are available?
18. **Andrew Manchino**: Right now we have ten or so and five of that is SGA five of that is regular students. I’d be looking hopefully to get a mix of three or four first years or sophomores. So, maybe six or eight more people depending on room, it’s a bit tight in there.
19. Our next scheduled meeting is Tuesday, October 4 at 4:00pm in the Tekoa Room.
20. Health Committee: **No Report**
21. Parking Control Board: **No Report**
22. Student Athletic Advisory Board: **No Report**
23. Substance Advisory Committee: **No Report**
24. Community Relations/Fundraising Report**: Marissa Cremin**
25. It’s great to see some new faces. Congratulations on winning your elections. For those of you who don’t know me, my name is Marissa Cremin and I am the Community Relations/Fundraising Representative. I’m the point person for all SGA related fundraising, charity and community related programs. I also serve as the liaison to Health Services and Counseling services.
26. I’m excited because we have our first Red Cross Blood Drive, of this year, coming up, next week, Wednesday October 5. The drive is from 1:00pm until 7:00pm in the Parenzo Gym. We are hoping to collect 100 units of blood. I need volunteers to sit in the DC before the drive to get donors signed up, and I also need volunteers for the day of the drive, to help run the blood drive. I have signup sheets to pass around. You will get one unit for every hour you spend volunteering.
27. As Community Relations/Fundraising Representative I chair the Community Relations/Fundraising Committee. The Community Relations/Fundraising Representative from each class will sit on the committee, but I would like to have some other senators as well. Please write your name and email down if you’re interested in siting on this committee. We will most likely be meeting once a month, and can figure out what day and time works best for everyone.

1. VICE PRESIDENT’S REPORT-ACADEMIC LIFE: ***Jacob Lotter***
2. For those of you who don’t know me, my name is Jacob Lotter and I am this year’s Vice President of Academic Life. As the Vice President of Academic Life my job consists of serving as a liaison between students and academic affairs, as well as overseeing the memberships of all SGA committees with Student Trustee Brandon Trafford. You guys will hear from me mostly as new changes emerge in Academic Affairs this year, as well as when registration and advising time comes up. If you ever have any questions, my office hours are Wednesdays from 3:00pm until 5:00pm and Fridays from 1:00pm until 3:00pm or feel free to email me at vpacademiclife.sga@westfield.ma.edu. Other than that I am looking for a student representative to serve on the guest Lecture Series Committee, so if anyone is interested in that please see me after the meeting.
3. Academic Policies Committee: **No Report**
4. Curriculum Committee: **No Report**
5. Enrollment Management Committee: **No Report**
6. Academic Technology and Information Services Committee: **No Report**
7. International Programs Committee: **No Report**
8. Writing Liaison**: No Report**
9. VICE PRESIDENT’S REPORT-PROGRAMMING: ***Madeline Dexter***
10. Hi my name is Maddie Dexter and I am the Vice President of Programming for SGA. This position entails also being the President of The Campus Activities Board. In layman’s terms I organize and oversee programming on campus and report back all issues relevant to students in the area of programming. My office hours are Wednesday from 9:00am until 11:00am and Friday from 12:00pm until 2:00pm. If anyone wants to come say hi, please feel free.
11. Programming update**: Madeline Dexter**
12. This past week was a busy one for us in the CAB universe: we had three very successful events.
13. Trivia was on Wednesday and we had enough people to eat three party sized pizzas. For those who think that’s a challenge, it was approximately 30 people.
14. On Friday, September 23 we had our second Brown Bag Bingo of the semester and over 200 people came. We have paired up with Relay for Life this semester to raise money by exchanging an extra bingo card for a dollar. We were able to raise $66.00 on Friday, which I was happily surprised by.
15. The Big E trip was on Sunday. Everyone, myself included, had a wonderful time. Thank you for everyone who bought tickets.
16. Family and Friends day is Saturday, October 1 and we still have some time slots that need to be filled. Can you senators please fill out the sheet passed around? Just a reminder this is a two unit opportunity. You also get free lunch and a free t-shirt. Plus it is a ton of fun and a good way to get to know your fellow senators.
17. Our Six Flag trip is coming up and planned for October 22. Tickets will go on sale October 3 for $17.00. I will keep reminding you of this until the day of.
18. If anyone is looking to join a committee, Campus Activities Board is super fun and we are always looking for new members. We meet Wednesdays at 5:00pm in the Owl’s Nest.
19. Our next scheduled meeting is Wednesday, September 28 at 5:00pm in the Owl’s Nest.
20. VICE PRESIDENT’S REPORT-FINANCE: ***Marcus DiBacco***
21. My name is Marcus DiBacco and I am the Vice President of Finance. The Vice President of Finance is responsible for overseeing SGA accounts, club funds, transactions and policies dealing with allocations of funds. I also work with the Parliamentarian to ensure that clubs are in good standing with SGA, and I serve on the Westfield State Foundation and Board of Directors.
22. The Vice President of Finance chairs the Finance Committee. This committee reviews finance proposals from clubs. A Finance Proposal, for those of you who do not know, is basically when a club asks us for more money. Usually for a conference or major event. Also, because this is a constitutional review year, Finance Committee will have the option to review SGA’s finance bylaws, but we will discuss this at a later date. We are required to have at least two people from every class year on Finance Committee, so please see me after the meeting, if you are interested.
23. **Rehana Yusif**: When does Finance meet?
24. **Marcus DiBacco**: I was waiting to see how much interest we had before deciding on a time.
25. **Barbara Hand**: How often does it meet?
26. **Marcus DiBacco**: Finance Committee meets every time we have a Finance Proposal or have something that oversees finance.
27. Finance Report: **No Report**
28. Foundation Report: **No Report**
29. SERETARY’S REPORT: ***Karina Sallaway/Rebecca Kennedy***
30. Executive Secretary Report: **Karina Sallaway**
31. For those of you who don’t know me, my name is Karina Sallaway and I am the Executive Secretary. As Executive Secretary I record the weekly SGA minutes, so please if you report leave me your typed reports, and remember to speak loudly and clearly when asking questions or leaving comments.
32. Senator of the week will be starting this week so please send me a nomination as to who you think deserves this award. My office hours are Mondays from 3:00pm to 4:30pm and Fridays from 1:00pm until 3:30pm so feel free to stop on by.
33. Legislative Secretary Report: **Rebecca Kennedy**
34. My name is Rebecca Kennedy and I am your Legislative Secretary for this academic year. My job deals with Units, Absences, and a few other things. Essentially lmy job is to make sure you all play an active role in the campus community. You will all learn more about what Units are after the meeting, so if you are a new senator please stay.
35. To all returning senators, please do not forget that four units are due by October 4 at 3:30pm via email.
36. Also, my office hours are Tuesday and Wednesday from 3:00pm until 5:00pm. Feel free to stop by.

1. PARLIAMENTARIAN REPORT:

Rules and Regulations Committee: **No Report**

1. COMMUTER COUNCIL, CLASS AND HALL REPORTS:
2. Commuter Council: **No Report**
3. Senior Class: **Andrew Morin**
4. I am happy to report that the first Seniorfest event this past weekend was a huge success. The senior class took a bus trip down to Mohegan Sun for a few hours, and it was a great time. We were very close to selling out this trip, and we are looking forward to planning more events in the very near future. I am not prepared to share anything yet, but seniors, be on the lookout for advertising in the upcoming weeks.
5. I have a Mr. Westfield update. We are still trying earnestly to reserve a date, and I am hoping to have one solidified in the next few weeks, so look out for that. We are starting our contestant search. Interviews for potential contestants will be Monday, October 17 and Thursday, October 20. If you are at all interested in interviewing for Mr. Westfield, you should come to the Club Room E021 or Unity Room E023B on either of those days and interview for a spot. If you have questions about this, please see me or anyone of the senior class council after the meeting.
6. Our next scheduled meeting is on Thursday, September 29 at 5:15 pm in Ely E003.
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 Hall**: No Report**
16. New Hall**: No Report**
17. Scanlon Hall: **No Report**
18. University Hall**: No Report**
19. UNFIISHED BUSINESS**:**

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1. NEW BUSINESS:
2. ANNOUNCEMENTS:
3. **Brendan McKee**: If any students are interested in Student Affairs Committee, please see me after the meeting. Please don’t forget to do your homework and talk to your constituents, let their voice be heard.
4. **Jacob Lotter**: Someone for Guest Lecture please see me or Brandon Trafford.
5. **Marcus DiBacco**: If anyone is interested in Finance Committee, please see me after the meeting.
6. **Andrew Manchino**: Anyone interested in Food Committee, please see me after the meeting.
7. **Maddie Dexter:** Anyone interested in CAB come see me after the meeting.
8. **Brandon Trafford:** New Senator Orientation after the meeting.
9. **Brendan McKee:** Can you all make sure that Maddie Dexter and Rebecca Kennedy get their sheets back regarding Family and Friends Day times and the contact sheet.
10. **Jasmine Bobbitt:** 235 Days until Commencement**.**
11. ROLL CALL: Assagi Wynter, Brandon Rainaud, Andrew Chagnon and Ryan Jerome were absent. Ashley Giamepetruzzi sent an alternate.
12. ADJOURNMENT: Meeting adjourned at 6:19pm.